

SMALL STARTS PROJECT DESCRIPTION TEMPLATE			
PROJECT NAME:			
Participating Agencies		Enter your official name for the project as you would like it reflected in the Annual Report on Funding Recommendations	
Lead Agency	Name		
	Contact Person		
	Address		
	Telephone Number		
	Fax Number		
Metropolitan Planning Organization	Email		
	Name		
	Contact Person		
	Address		
	Telephone Number		
Transit Agency	Fax Number		
	Email		
	Name		
	Contact Person		
	Address		
State Department of Transportation	Telephone Number		
	Fax Number		
	Email		
	Name		
	Contact Person		
Other Relevant Agencies	Address		
	Telephone Number		
	Fax Number		
	Email		
	Name		
Other Relevant Agencies	Contact Person		
	Address		
	Telephone Number		
	Fax Number		
	Email		
Other Relevant Agencies	Name		
	Contact Person		
	Address		
	Telephone Number		
	Fax Number		
Other Relevant Agencies	Email		

SMALL STARTS PROJECT DESCRIPTION TEMPLATE (Page 2)

Project Definition	Length (miles)		Count paired inbound/outbound boarding platforms as one station (do not report the total number of boarding platforms)	
	Mode/Technology			
	Number of Stations			
	List each station separately, including the number of park and ride spaces at each and whether structured or surface parking			Include park and ride spaces that are part of this project. Do not include existing park and ride spaces.
				Insert additional rows if necessary
Type of Alignment by Segment (Number of Miles)	List each station with major transfer facilities to other modes		Insert additional rows if necessary	
Status of Existing Right of Way	Number of vehicles/rolling stock			
	Above grade			
	Below grade			
	At grade			
	Exclusive			
	Mixed Traffic			
Status of Existing Right of Way	Ownership – who owns the right of way?			
	Current Use: active freight or passenger service?			

SMALL STARTS PROJECT DESCRIPTION TEMPLATE (Page 3)			
Seeking Use of Project Justification Warrants?		(Select...)	
Project Planning Dates			
Current Year	Opening Year	Horizon (Select...)	Exact Horizon Year (e.g., 2045)
Capital Cost Estimate	2025 constant dollars	\$	-
	Year of Expenditure	\$	-
Levels of Service	Headways	Opening Year	Value linked from Finance Template
	Weekday Peak		
	Weekday Off-peak		Value linked from Finance Template
	Weekday Evening		
	Weekend		
	Hours of Service	Opening Year	Horizon Year
	Weekday		
	Weekend		Example: 6:00 am to 9:00 pm
Type of Model Used for Travel Forecasts		(Select...)	
Fare Policy Assumptions Used in Travel Forecasts [footnote 1]			
Estimated Number of U.S. Jobs Related to Design, Construction, Operation and Maintenance of the Project			
Project Planning and Development Schedule	Project Schedule		
			Insert anticipated or actual date
	Anticipated NEPA Class of Action		(Select...)
	Entry into Project Development		
	(Select NEPA class of action above)		
	LPA selected		
	LPA included in the financially constrained long range plan		
	Anticipated SSGA/Construction Grant Award		
Construction Duration (enter start and end dates)			
Initiation of Revenue Service			
Project Management			
Project Manager	Name		
	Address		
	Phone		
	Fax		
	Email		
Agency CEO	Name		
	Address		
	Phone		
	Fax		
	Email		
Key Agency Staff: Overall Small Starts Criteria	Name		
	Address		
	Phone		
	Fax		
	Email		

[1] Please provide a narrative summarizing fare policy assumptions used for all regional transit services. Include this summary as an attachment.

SMALL STARTS PROJECT DESCRIPTION TEMPLATE (Page 4)

Key Agency Staff: Ridership Forecasts	Name	
	Address	
	Phone	
	Fax	
	Email	
Key Agency Staff: Cost Estimates	Name	
	Address	
	Phone	
	Fax	
	Email	
Key Agency Staff: Environmental Documentation	Name	
	Address	
	Phone	
	Fax	
	Email	
Key Agency Staff: Land Use Assessment	Name	
	Address	
	Phone	
	Fax	
	Email	
Key Agency Staff: Financial Assessment	Name	
	Address	
	Phone	
	Fax	
	Email	
Key Agency Staff: Project Maps	Name	
	Address	
	Phone	
	Fax	
	Email	
Contractors		
Current Prime Contractor	Name	
	Address	
	Phone	
	Fax	
	Email	
Prime Contractor: Project Manager	Name	
	Address	
	Phone	
	Fax	
	Email	
Contractor Responsible for Travel Forecasts	Name	
	Address	
	Phone	
	Fax	
	Email	
Contractor Responsible for Capital Cost Estimates	Name	
	Address	
	Phone	
	Fax	
	Email	

SMALL STARTS TRAVEL FORECASTS TEMPLATE

PROJECT NAME:

Trips on the Project

Line	Transit market	Trips made by:	Daily linked trips		Annuali-zation factor	Annual linked trips (daily trips * annualization factor)		Brief description of the process used to develop travel forecasts (e.g., local model, FTA simplified national model, incremental data-driven method, direct demand model)
			Current Year ()	Horizon ()		Current Year ()	Horizon ()	
1a	Modeled trips: home-based work (HBW)	Non-transit dependents				0	-	(Linked from Type of Model Used for Travel Forecasts field of Project Description Template)
1b		Transit dependents				0	-	
2a	Modeled trips: all other trip purposes	Non-transit dependents			0	0	-	(Linked from Type of Model Used for Travel Forecasts field of Project Description Template)
2b		Transit dependents				0	-	
3a	Special market 1 (specify)	Non-transit dependents				0	-	
3b		Transit dependents				0	-	
4a	Special market 2 (specify)	Non-transit dependents				0	-	
4b		Transit dependents				0	-	
5a	Special market 3 (specify)	Non-transit dependents				0	-	
5b		Transit dependents				0	-	
6a	Special market 4 (specify)	Non-transit dependents				0	-	
6b		Transit dependents				0	-	
7a	Subtotal (lines 1 through 6)	Non-transit dependents				0	-	
7b		Transit dependents				0	-	
8a	Total annual linked trips with special markets (lines 7a through 7b)					0	-	
8b	Total daily linked trips without special markets (lines 1a through 2b)		0	-				
9	New transit trips							

Vehicle-Miles of Travel (VMT)

Line	Mode / Technology	Daily VMT				Annuali-zation factor	Annual VMT (for automobile, calculation is daily VMT * annualization factor; for transit, source is service plans for each mode/technology)				VMT change (Build minus No-build VMT)	
		Current Year ()		Horizon ()			Current Year ()		Horizon ()		Current Year ()	Horizon ()
		No-build	Build	No-build	Build		No-build	Build	No-build	Build		
10	Automobile					0	0	0	-	0	-	
11	Diesel bus	---	---	---	---	---				0	-	
12	Hybrid bus	---	---	---	---	---				0	-	
13	CNG bus	---	---	---	---	---				0	-	
14	Electric bus	---	---	---	---	---				0	-	
15	Heavy rail [1]	---	---	---	---	---				0	-	
16	Light rail / streetcar [1]	---	---	---	---	---				0	-	
17	Commuter rail (new diesel locomotive or DMU) [1]	---	---	---	---	---				0	-	
18	Commuter rail (used diesel locomotive) [1]	---	---	---	---	---				0	-	
19	Commuter rail (electric or EMU) [1]	---	---	---	---	---				0	-	

[1] For rail transit modes, report VMT in terms of total rail passenger car mileage, not train mileage. (As an illustration of the difference, the rail passenger car mileage for a commuter rail or heavy rail train with six passenger cars would be six times the train mileage.)

SMALL STARTS MOBILITY, COST-EFFECTIVENESS, AND CONGESTION RELIEF TEMPLATE				
PROJECT NAME:				
*** To view Mobility Improvements, Cost Effectiveness and Congestion Relief results, specify the horizon year option in the Project Description Template ***				
Mobility Improvements				
Line	Item	Values		Source/Calculation
		Current Year ()	Horizon ()	
1	Annual linked trips on the project with five times weight for trips by transit-dependent persons	0	-	Travel Forecasts Template, Line 7a + 5 * Line 7b
2	Value used in rating	-		If a 10- or 20-year horizon is used: 50 percent * Line 1 current year value + 50 percent * Line 1 horizon year value If no horizon year is used: Line 1 current year value
Cost Effectiveness				
Line	Item	Values		Source/Calculation
		Current Year ()	Horizon ()	
3	Annualized Federal share of project capital cost (constant 2025 dollars)		-	Source: SCC Build Annualized worksheet
4	Annual linked trips on the project	0	-	Travel Forecasts Template, Line 8a
5	Annualized Federal share of the project per annual linked trip on the project	\$0.00	-	Line 6 / Line 5
6	Value used in rating	-		If a 10- or 20-year horizon is used: 50 percent * Line 7 current year value + 50 percent * Line 7 horizon year value If no horizon year is used: Line 7 current year value
Congestion Relief				
Line	Item	Values		Source/Calculation
		Current Year ()	Horizon ()	
7	New Weekday Linked Transit Trips	0	-	Travel Forecasts Template, Line 9
8	Value used in rating	-		If a 10- or 20-year horizon is used: 50 percent * Line 7 current year value + 50 percent * Line 7 horizon year value If no horizon year is used: Line 7 current year value

PROJECT NAME:		SMALL STARTS LAND USE TEMPLATE	
SMALL STARTS LAND USE MEASURES AND CRITERION RATING RESULTS			
Line	Average Existing Population Density (persons per square mile) Across All Station Areas	Current Year (j) Values	Source/Comments
1	Population	0	Sum of Current Year Population in all
2	Land Area (square miles)	0.0	Sum of Land Area in all Station Areas
3	Value Used in Criterion Rating	0	Line 1 / Line 2
Line	Total Existing Employment Served by the Project	Current Year (j) Values	Source/Comments
4	Employment at New Project Stations	0	Sum of Current Year Employment in all
5	Employment at Existing Stations Along the Line (see footnote 1)		Input by project sponsor
6	Value Used in Criterion Rating	0	Line 4 + Line 5
Line	Legally Binding Affordability Restricted (LBAR) Housing Unit Ratio	Current Year (j) Values	Source/Comments
Total LBAR Housing Units in All Station Areas		---	---
7	Housing Units - All Types	0	Sum of Current Year Housing Units - ,
8	Housing Units - Legally Binding Affordability Restricted	0	Sum of Current Year Housing Units - I
9	Proportion in All Station Areas	0.00%	Line 8 / Line 7
Total LBAR Housing Units in All Counties in which Project Stations are Located		---	---
10	Housing Units - All Types	0	Sum of Current Year Housing Units - ,
11	Housing Units - Legally Binding Affordability Restricted	0	Sum of Current Year Housing Units - I
12	Proportion in All Counties in which Project Stations are Located	0.00%	Line 11 / Line 10
13	Value Used in Criterion Rating	0.00	Line 9 / Line 12
14	Initial Measure Rating		Corresponding rating for value in Line
15	LBAR Housing Unit Boost to Initial Measure Rating		If Line 12 is greater than 5.0 percent, level for use in criterion rating.
Line	Community Risk	Current Year (j) Values	Source/Comments
16	Year of Community Resilience Estimates (CRE) Dataset (see footnote 2)		Input by project sponsor
17	High-Risk CRE Population	0	Sum of Current Year High-Risk CRE I
18	CRE Population	0	Sum of Current Year High-Risk CRE I
19	Value Used in Criterion Rating	0.00%	Line 17 / Line 18
Line	Essential Services	Current Year (j) Values	Source/Comments
20	Number of essential services (one-mile radius)	0	Sum of Current Year Number of Esse
21	Number of stations (see footnote 3)		Input by project sponsor
22	Value Used in Criterion Rating		Line 20 / Line 21
Land Use Criterion Rating			Average of the five land use measure

NEW STARTS LAND USE TEMPLATE (QUANTITATIVE DATA) page 2

Housing Units for Each County in which Project Stations are Located	
	Current Year () Values
County 1 [see footnote 4]	County Name:
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
County 2	County Name:
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
County 3	County Name:
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
County 4	County Name:
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
County 5	County Name:
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	

Population, Employment, Housing Units, Community Risk, and Essential Services for Each Station Area that is Part of the Proposed Project	
	Current Year () Values
Station Area 1 [see footnote 5]	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 2	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 3	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 4	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 5	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 6	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 7	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	

NEW STARTS LAND USE TEMPLATE (QUANTITATIVE DATA) page 3	
	Current Year () Values
Station Area 8	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 9	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 10	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 11	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 12	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 13	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 14	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 15	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 16	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	

NEW STARTS LAND USE TEMPLATE (QUANTITATIVE DATA) page 4	
	Current Year () Values
Station Area 17	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 18	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 19	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	
Station Area 20	Station Name:
Population	
Employment	
Land Area (square miles)	
Housing Units - All Types	
Housing Units - Legally Binding Affordability Restricted	
High-Risk CRE Population	
CRE Population	
Essential Services	

[1] This information should be entered only for projects that are extensions to existing lines. Provide the total employment served within a half-mile radius of the existing stations along the entire line on which a no-transfer ride from the proposed project's stations can be reached. Do not include employment within a half-mile radius of the new stations.

[2] High-Risk CRE Population and CRE Population can be calculated using the latest CRE dataset available at the U.S. Census Bureau's CRE website (<https://www.census.gov/programs-surveys/community-resilience-estimates/data/datasets.html>). Input the year of the CRE dataset used for these calculations.

[3] Input the total number of station areas evaluated for land use rating, i.e., break up any station area groupings.

[4] Countywide housing unit totals are available from the U.S. Census Bureau's American Community Survey website (<http://www.census.gov/acs/>).

[5] Reporting of data by individual station area is required. See Appendices D-F of the Reporting Instructions for a sample methodology for estimating station area population, employment, housing units, community risk, and essential services.

calculation
Station Areas
calculation
All Station Areas
calculation
All Types in all Station Areas
LBAR in all Station Areas
All Types in all Counties
LBAR in all Counties
13
then increase Line 14 one rating
calculation
Population in all Station Areas
Population in all Station Areas
calculation
ntrial Services in all Station Areas
ratings.

PROJECT NAME:

SMALL STARTS ENVIRONMENTAL BENEFITS TEMPLATE

*** To view Environmental Benefits results, specify the horizon year option in the Project Description Template and the regional air quality attainment status for each criteria pollutant below ***

Attainment Status		
Line	Item	Source/Calculation
1	Regional air quality attainment status, carbon monoxide (CO)	Source: EPA Green Book
2	Regional air quality attainment status, nitrogen dioxide (NO ₂)	
3	Regional air quality attainment status, ozone (O ₃) (2008 8-hour standard)	
4	Regional air quality attainment status, particulate matter (PM _{2.5}) (2006 standard)	

ADDITIONAL ENVIRONMENTAL BENEFITS INPUTS REQUIRED FOR WARRANTED SMALL STARTS PROJECTS ONLY			
Line		Values	Source/Calculation
A	Existing Annual Transit Ridership in the Corridor Today		Input by project sponsor
B	Percentage Change in Corridor Annual Transit Vehicle Hours That Would Result from Implementation of the Proposed Project		Input by project sponsor
C	Elasticity Factor	0.5	TCRP Report 95, Traveler Response to Transportation System Changes: Transit Scheduling and Frequency (2004)
D	Estimated Increase in Annual Project Ridership	0	Line A * Line B * Line C
E	Average share of transit users that previously drove	20%	Factor based on data from past projects in the CIG program
F	Estimated new transit ridership coming from autos	0	Line D * Line E
G	Average auto occupancy factor	1.15	Nation-wide average for work trips from the 2009 National Household Travel Survey
H	Estimated decrease (increase) in auto trips	0	Line F / Line G
I	Project Length	0.0	From Project Description Template
J	Average trip length factor	50%	Factor based on data from past projects in the CIG program
K	Estimated decrease (increase) in Annual Auto Vehicle Miles Travelled	0	Line H * Line I * Line J

Becomes input to tables below

Summary Results			
	Current Year ()	Horizon ()	
5	Value of environmental benefits	-	Sum of lines 19, 30, 41, 52, 63, 74, 85 and 96 for current and applicable (if any) horizon year
6	Annualized Federal share of project	-	Mobility and Cost Effectiveness Template, Line 3
7	Ratio of environmental benefits to annualized Federal share of project	-	Line 5 / Line 6
8	Value used in rating	-	If a 10- or 20-year horizon is being used: 50 percent * Line 7 current year value + 50 percent * Line 7 horizon year value If no horizon year is being used: Line 7 current year value

SMALL STARTS ENVIRONMENTAL BENEFITS TEMPLATE (page 2)									
VALUE OF BENEFITS BY FACTOR									

Air Quality: Carbon Monoxide (CO)

[illegible]

Air Quality: Mono-Nitrogen Oxides (NO_x)

[illegible]

SMALL STARTS ENVIRONMENTAL BENEFITS TEMPLATE (page 3)

[illegible][illegible]

SMALL STARTS ENVIRONMENTAL BENEFITS TEMPLATE (page 4)

[illegible][illegible]

SMALL STARTS ENVIRONMENTAL BENEFITS TEMPLATE (page 5)

Safety: Fatalities																
Line	Mode	Current Year					Horizon - 10 Years					Horizon - 20 Years				
		VTM Decrease (Increase)	Conversion Factor: Fatalities / VMT	Fatality Decrease (Increase)	Monetization Factor (\$ / fatality)	Value of Improvement [1]	VTM Decrease (Increase)	Conversion Factor: Fatalities / VMT	Fatality Decrease (Increase)	Monetization Factor (\$ / fatality)	Value of Improvement [1]	VTM Decrease (Increase)	Conversion Factor: Fatalities / VMT	Fatality Decrease (Increase)	Monetization Factor (\$ / fatality)	Value of Improvement [1]
75	Automobile	0	0.000000011	0.00	\$12,500,000	-	---	0.000000011	---	\$12,500,000	-	---	0.000000011	---	\$12,500,000	-
76	Diesel Bus	0	0.000000005	0.00	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-
77	Hybrid Bus	0	0.000000005	0.00	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-
78	CNG Bus	0	0.000000005	0.00	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-
79	Electric Bus	0	0.000000005	0.00	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-	---	0.000000005	---	\$12,500,000	-
80	Heavy Rail	0	0.000000004	0.00	\$12,500,000	-	---	0.000000004	---	\$12,500,000	-	---	0.000000004	---	\$12,500,000	-
81	Light Rail / Streetcar	0	0.000000013	0.00	\$12,500,000	-	---	0.000000013	---	\$12,500,000	-	---	0.000000013	---	\$12,500,000	-
82	Commuter Rail - New diesel locomotive or DMU	0	0.000000015	0.00	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-
83	Commuter Rail - Used diesel locomotive	0	0.000000015	0.00	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-
84	Commuter Rail - Electric or EMU	0	0.000000015	0.00	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-	---	0.000000015	---	\$12,500,000	-
85	TOTAL CHANGE	0	---	0.00	---	\$0.00	---	---	---	---	---	---	---	---	---	---

Safety: Injuries																
Line	Mode	Current Year					Horizon - 10 Years					Horizon - 20 Years				
		VTM Decrease (Increase)	Conversion Factor: Injuries / VMT	Injury Decrease (Increase)	Monetization Factor (\$ / injury)	Value of Improvement [1]	VTM Decrease (Increase)	Conversion Factor: Injuries / VMT	Injury Decrease (Increase)	Monetization Factor (\$ / injury)	Value of Improvement [1]	VTM Decrease (Increase)	Conversion Factor: Injuries / VMT	Injury Decrease (Increase)	Monetization Factor (\$ / injury)	Value of Improvement [1]
86	Automobile	0	0.000000821	0.00	\$554,800	-	---	0.000000821	---	\$554,800	-	---	0.000000821	---	\$554,800	-
87	Diesel Bus	0	0.000000716	0.00	\$554,800	-	---	0.000000716	---	\$554,800	-	---	0.000000716	---	\$554,800	-
88	Hybrid Bus	0	0.000000716	0.00	\$554,800	-	---	0.000000716	---	\$554,800	-	---	0.000000716	---	\$554,800	-
89	CNG Bus	0	0.000000716	0.00	\$554,800	-	---	0.000000716	---	\$554,800	-	---	0.000000716	---	\$554,800	-
90	Electric Bus	0	0.000000716	0.00	\$554,800	-	---	0.000000716	---	\$554,800	-	---	0.000000716	---	\$554,800	-
91	Heavy Rail	0	0.000000350	0.00	\$554,800	-	---	0.000000350	---	\$554,800	-	---	0.000000350	---	\$554,800	-
92	Light Rail / Streetcar	0	0.000000441	0.00	\$554,800	-	---	0.000000441	---	\$554,800	-	---	0.000000441	---	\$554,800	-
93	Commuter Rail - New diesel locomotive or DMU	0	0.000000069	0.00	\$554,800	-	---	0.000000069	---	\$554,800	-	---	0.000000069	---	\$554,800	-
94	Commuter Rail - Used diesel locomotive	0	0.000000069	0.00	\$554,800	-	---	0.000000069	---	\$554,800	-	---	0.000000069	---	\$554,800	-
95	Commuter Rail - Electric or EMU	0	0.000000069	0.00	\$554,800	-	---	0.000000069	---	\$554,800	-	---	0.000000069	---	\$554,800	-
96	TOTAL CHANGE	0	---	0.00	---	\$0.00	---	---	---	---	---	---	---	---	---	---

[1] Value will be positive for decreases and negative for increases.

SMALL STARTS FINANCE TEMPLATE			
PROJECT NAME:			
Total Capital Cost of Project in Constant 2025 Dollars (from the SCC Main Worksheet)		Total Capital Cost of Project in YOE dollars (including finance charges, costs of Project Development and construction): (from SCC Main Worksheet)	
CIG Funding Anticipated (YOE \$):		FTA CIG Share of Project Cost:	0.0%
Estimated Cost of Project Development (YOE \$):			
Total Finance Charges Included in Capital Cost (include finance charges that are expected prior to either the revenue operations date or the fulfillment of the CIG funding commitment, whichever is later in time): (from SCC Main Worksheet)			\$0
Other Federal Capital Funding Sources (Non-CIG Funds such as FTA Section 5307, Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ), etc.)	Type of Funds	Dollar Amount (YOE)	% of Total Capital Cost
1. (Example: CMAQ)			0.0%
2.			0.0%
3.			0.0%
4.			0.0%
State Capital Funding Sources (Funds provided by state agencies or legislatures such as bonds, dedicated sales tax, annual legislative appropriation, transportation trust funds, etc.)	Type of Funds	Dollar Amount (YOE)	% of Total Capital Cost
1. (Example: State Transportation Fund)			0.0%
2.			0.0%
3.			0.0%
4.			0.0%
5.			0.0%
6.			0.0%
Local Capital Funding Sources (Municipal, City, County, Township, or Regional funding such as bonds, sales tax, legislative appropriation, transportation trust funds, etc.)	Type of Funds	Dollar Amount (YOE)	% of Total Capital Cost
1.			0.0%
2.			0.0%
3.			0.0%
4.			0.0%
5.			0.0%
6.			0.0%
7.			0.0%
8.			0.0%
9.			0.0%
10.			0.0%
11.			0.0%
12.			0.0%

Private Sector/In-kind match/Other (Donations of right-of-way, construction of stations or parking, or funding for the project from a non-governmental entity, business, or business assoc.)	Type of Funds	Dollar Amount (YOE)	% of Total Capital Cost
1.			0.0%
2.			0.0%
3.			0.0%
4.			0.0%
5.			0.0%
TOTAL NON-CIG FUNDING (YOE dollars)		\$0	0.0%
QA/QC CHECK: TOTAL CAPITAL COSTS LESS CIG FUNDING LESS NON-CIG FUNDING (SHOULD EQUAL \$0)		\$0	---

SMALL STARTS FINANCE TEMPLATE (Section 2)				
Small Starts Project Financial Commitment				
Other Federal Sources (Linked from Section 1)	Are the funds obligated in an existing grant?	Are the funds programmed in the current TIP/STIP?	If funds are beyond the current TIP/STIP period, are they programmed to the project via MPO Board resolution or other official action?	For discretionary or competitive grant funds, has the selection been announced or funds allocated?
1. (Example: CMAQ)	(Select...)	(Select...)	(Select...)	(Select...)
2.	(Select...)	(Select...)	(Select...)	(Select...)
3.	(Select...)	(Select...)	(Select...)	(Select...)
4.	(Select...)	(Select...)	(Select...)	(Select...)
State Sources (Linked from Section 1)	Are the funds authorized by existing state law?	Do the funds require annual/biennial appropriation by state legislature?	Do the funds require approval via competitive or discretionary state grant process?	Are the funds allocated by formula?
1. (Example: State Transportation Fund)	(Select....)	(Select...)	(Select....)	(Select....)
2.	(Select....)	(Select...)	(Select....)	(Select....)
3.	(Select....)	(Select...)	(Select....)	(Select....)
4.	(Select....)	(Select...)	(Select....)	(Select....)
5.	(Select....)	(Select...)	(Select....)	(Select....)
6.	(Select....)	(Select...)	(Select....)	(Select....)
Local Sources (Linked from Section 1)	Are the funds authorized by existing state/local law?	Are the funds approved for the project in a Board-approved Capital Improvement Program, budget, or resolution?	Are the funds committed to the project by a signed, final and completed third-party agreement?	Are the funds contingent on a voter referendum?
1.	(Select....)	(Select...)	(Select...)	(Select...)
2.	(Select....)	(Select...)	(Select...)	(Select...)
3.	(Select....)	(Select...)	(Select...)	(Select...)
4.	(Select....)	(Select...)	(Select...)	(Select...)
5.	(Select....)	(Select...)	(Select...)	(Select...)
6.	(Select....)	(Select...)	(Select...)	(Select...)
7.	(Select....)	(Select...)	(Select...)	(Select...)
8.	(Select....)	(Select...)	(Select...)	(Select...)
9.	(Select....)	(Select...)	(Select...)	(Select...)
10.	(Select....)	(Select...)	(Select...)	(Select...)
11.	(Select....)	(Select...)	(Select...)	(Select...)
12.	(Select....)	(Select...)	(Select...)	(Select...)

Private Sector/In-kind Match/Other (Linked from Section 1)	Are the funds committed to the project by a signed, final, and completed third-party agreement?	If in-kind contribution, has the value been approved by FTA per requirements of FTA Circular 5010?		
1.	(Select....)	(Select....)		
2.	(Select....)	(Select....)		
3.	(Select....)	(Select....)		
4.	(Select....)	(Select....)		
5.	(Select....)	(Select....)		

SMALL STARTS FINANCE TEMPLATE (Section 3)			
Small Starts Project Financial Commitment			
Other Federal Sources (Linked from section 1)	Name of entity with ultimate programming authority for source of funds	Describe all remaining actions needed to make the funds available to the project	Identify and Describe Supporting Documentation Submitted to Verify Commitment Status of Funding Source
1. (Example: CMAQ)			(Example: Relevant pages from TIP/STIP)
2.			
3.			
4.			
State Sources (Linked from section 1)	Name of entity with ultimate programming authority for source of funds	Describe all remaining actions needed to make the funds available to the project	Identify and Describe Supporting Documentation Submitted to Verify Commitment Status of Funding Source
1. (Example: State Transportation Fund)			(Example: Relevant pages of authorizing legislation with applicable sections identified, official allocation notice from State agency)
2.			
3.			
4.			
5.			
6.			
Local Sources (Linked from section 1)	Name of entity with ultimate programming authority for source of funds	Describe all remaining actions needed to make the funds available to the project	Identify and Describe Supporting Documentation Submitted to Verify Commitment Status of Funding Source
1.			(Example: Relevant pages from Board-approved CIP; official Board resolution; final, complete third-party agreement with relevant sections/clauses identified)
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

10.			
11.			
12.			
Private Sector/In-kind Match/Other (Linked from section 1)	Name of entity with ultimate programming authority for source of funds	Describe all remaining actions needed to make the funds available to the project	Identify and Describe Supporting Documentation Submitted to Verify Commitment Status of Funding Source
1.			(Example: Final, complete third-party agreement with relevant sections/clauses identified)
2.			
3.			
4.			
5.			

Reference Notes: The following categories and definitions are applied to funding sources:

Committed: Committed sources are programmed capital funds that **have all the necessary approvals** to be used to fund the proposed project **without any additional action**. These funds have all legislative and/or voter approvals needed, and been formally programmed in the MPO's TIP and/or any related local, regional, or state documents such as an approved annual budget or multi-year CIP. Examples include dedicated or approved tax revenues, state capital grants that have been approved by all required legislative bodies, cash reserves that have been dedicated to the proposed project, and debt capacity that requires no further approvals and has been dedicated to the proposed project.

Budgeted: This category is for funds that have been budgeted and/or programmed for use on the proposed project but are not yet fully committed, i.e., the funds have not yet received statutory approval. Examples include debt financing in an agency-adopted CIP that has yet to receive final legislative approval, or state capital grants that have been included in the state budget, but are still awaiting final legislative appropriations. These funds are almost certain to be committed in the near future. Funds will be classified as budgeted where available funding cannot be committed until the construction grant agreement is executed, or due to local practices outside of the project sponsor's control (e.g., the project development schedule extends beyond the TIP or CIP period).

Planned: This category is for funds that are identified and have a reasonable chance of being committed, but are neither committed nor budgeted. Examples include proposed sources that require a scheduled referendum, reasonable requests for state/local capital grants that are not yet approved, and proposed debt financing that has not yet been fully approved.

Uncertain: This category is applied when it is unclear from the agency's submission whether or not a funding source is committed, budgeted, or unavailable. Instances where the plan to secure committed funds is deemed to be unreasonable may be classified as uncertain. This category applies to funding sources that the project sponsor may describe as committed or budgeted but for which no supporting documentation is provided to FTA. Also, funding proposals that have repeatedly failed (more than once), such as failed local referendums or repeated denial of state grants, will be classified as uncertain.

Unspecified: This category is applied when the proposed non-CIG funding sources are not sufficient or have not been clearly identified.

SMALL STARTS FINANCE TEMPLATE (Section 4)				
Innovative Financing Methods (Unconventional funding/financing arrangements such as USDOT credit instruments (RRIF/TIFIA loans, PABs), State Infrastructure Banks, Public/Private partnerships, Toll Credits, Joint Development revenues, etc.)				
Innovative Funding Source	Anticipated Funding Amount (\$)	Name of entity with final approving authority	Describe all actions needed to make the funds available to the project	Identify and Describe Supporting Documentation Submitted
				For both the project and the transit system, provide the costs for the first full year of service (even if this period extends into the next fiscal or calendar year).
Summary Information from the Operating Finance Plan				
Small Starts Project Annual Operating Cost in the Opening Year (YOES):		Total Transit System (including Small Starts Project) Annual Operating Cost in the Opening Year (YOES)		
Proposed Sources of Operating Funds (Proposed sources of operating funds that are anticipated to support operating expenses of the transit system including the Small Starts project in the opening year.)	Dollar Amount (\$)	Type of Funding Source	Committed, Budgeted or Planned	Specify Whether New or Existing Funding Source
Farebox Revenues		---	---	---
(Example: State Revenue Source A)				
(Example: State Revenue Source B)				
(Example: State Revenue Source C)				
(Example: Local Revenue Source A)				
(Example: Local Revenue Source B)				
(Example: Local Revenue Source C)				
(Example: Private/Value Capture Funding Source)				
Total	\$0			
Transit System Operating Characteristics				
Current Systemwide Characteristics (Can be the same data as reported to the FTA for the National Transit Database)	Number/Value	Future Transit System with Small Starts Project (Systemwide characteristics at completion of the Small Starts Project)		Number/Value
Farebox Recovery Percent		Farebox Recovery Percent		
Number of Buses		Number of Buses		
Number of Rail Vehicles		Number of Rail Vehicles		
Average Fare		Average Fare		
Average Age of Buses				
Average Age of Rail Vehicles				
Revenue Miles of Service Provided		Revenue Miles of Service		
Revenue Hours of Service Provided		Revenue Hours of Service		

SMALL STARTS RATING ESTIMATION			
PROJECT NAME:			
Use this tool to calculate your Small Starts project's potential overall rating. Enter a value from the drop down menu in each of the yellow cells based on the ratings you anticipate. *			
Project Justification			
Criterion	Weight	Estimated Rating	Source/Calculation
Mobility Improvements	16.66%		Mobility, Cost-Effectiveness, and Congestion Relief Template
Cost Effectiveness	16.66%		
Congestion Relief	16.66%		
Environmental Benefits	16.66%		Environmental Benefits Template
Land Use	16.66%		Land Use Template
Economic Development	16.66%	-	Enter your estimations of these ratings. See FTA's Guidelines for Economic Development Effects for New Starts and Small Starts Projects on how FTA determines the ratings for these criteria.
Summary Rating		-	Ratings are assigned to each criterion on a five-point scale, with Low = 1, Medium-Low = 2, Medium = 3, Medium-High = 4, and High = 5. Individual criterion ratings are then weighted 16.66% each to develop the summary Project Justification rating.
Local Financial Commitment			
Do you anticipate that your project will qualify for the simplified financial assessment? (See the Local Financial Commitment section of the Small Starts portion of the CIG Policy Guidance for the qualifying criteria.)			
Criterion	Weight		
Current Financial Condition	25%		
Commitment of Capital and Operating Funds	25%		
Reasonableness of Financial Plan	50%		
CIG Share (Please complete the Finance Template)	-		
Summary Rating			
Estimated Overall Project Rating:		Complete all templates and the highlighted cells in this worksheet to see the estimated overall rating.	
(The Project Justification and Local Financial Commitment summary ratings are each weighted equally at 50%. However, both must be at least Medium to obtain a Medium or better overall rating.)			

[Link to CIG Program Guidance on the FTA Website](#)

* FTA is providing this tool solely to help project sponsors understand how their projects may rate. Any anticipated ratings entered into this spreadsheet will not inform the ratings that FTA assigns, and any ratings computed in assigning project ratings according to the evaluation and rating framework described in the Capital Investment Grants Policy Guidance.

ncial Commitment	
ocal Financial ria.)	
Estimated Rating	Source/Calculation
-	Enter your estimations of these ratings. See the Local Financial Commitment section in the Small Starts chapter of the CIG Policy Guidance for information on how FTA rates these factors.
-	
-	
-	Finance Template
-	Ratings are assigned to each subfactor on a five-point scale, with Low = 1, Medium-Low = 2, Medium = 3, Medium-High = 4, and High = 5. Individual subfactor ratings are then weighted as shown to develop the Summary Local Financial Commitment rating. If the summary rating is at least Medium and the Small Starts share is less than 50%, the summary rating is increased one level. If the project qualifies for the simplified financial evaluation, the rating is High if the Small Starts share is 50% or less; otherwise it is Medium.

the templates are subject to verification by FTA. FTA has sole responsibility for

Rating Lookup Tables

Description	Low-end of Range	Score
Cost Effectiveness (Cost per Trip) - New Starts: Numeric Rating	0.00	N/A
	0.01	HIGH
	8.00	MEDIUM-HIGH
	10.00	MEDIUM
	20.00	MEDIUM-LOW
	35.00	LOW
Cost Effectiveness (Cost per Trip) - Small Starts: Numeric Rating	0.00	N/A
	0.01	HIGH
	1.00	MEDIUM-HIGH
	2.00	MEDIUM
	5.00	MEDIUM-LOW
	6.00	LOW
Standard Five-point Scale	0.00	NOT RATED
	0.01	LOW
	0.50	LOW
	1.50	MEDIUM-LOW
	2.50	MEDIUM
	3.50	MEDIUM-HIGH
	4.50	HIGH
Mobility: Weighted Estimated Annual Trips	0	LOW
	2,000,000	MEDIUM-LOW
	3,000,000	MEDIUM
	12,000,000	MEDIUM-HIGH
	30,000,000	HIGH
Environmental Benefits	-1000.000	LOW
	0.000	MEDIUM-LOW
	0.010	MEDIUM
	0.500	MEDIUM-HIGH
	1.000	HIGH