

Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on **March 8, 2010**

Contact Information:

Name: Martine Gold

Agency (if applicable): Challenge

Phone #: 607-272-8990 ext. 167

Email: martyg@aboutchallenge.org

A. Project Name: *Expanding Access to Employment and Career Opportunities for Adults with Disabilities through Travel Training*

B. Project Description: For 40 years, Challenge has been providing employment assistance to individuals with disabilities and other barriers to employment. Each year, Challenge assists over 125 individuals find jobs with businesses in Tompkins County and supports several hundred workers to maintain their employment. Challenge has (and will continue) to include travel training as part of job development and support services. However, New York State's fiscal problems have impacted employment funding, resulting in increased pressure from state funders to reduce the amount of funding and duration of time that is spent on assisting a job seeker to find employment. As such, it is becoming increasingly difficult to be able to offer individuals with more significant needs the travel supports necessary to independently transport themselves to work. Without this training, these individuals have to rely on family, residential staff or ADA-transit and are limited in the hours and types of employment they can obtain. Lack of, or insufficient transportation alternatives can result in these individuals being unsuccessful in finding employment or being terminated from employment when family or others cannot transport them to work consistently.

While some individuals already have knowledge and experience using public transportation, there are a portion of job seekers with disabilities who require extensive individualized training over an extended period of time to learn to use public transportation safely. This project will allow Challenge to commit the necessary resources to providing comprehensive travel training for job seekers with more severe cognitive and learning disabilities as part of job development and training. Travel training will start with a comprehensive assessment that takes into account each individual's skills, need areas and individual and family concerns. Training will be individualized and assist the worker to learn the specific bus route, land marks and back up options through intensive supports that fade over time. Training may be required in necessary complementary skills such as handling money, crossing streets, social interactions, and other safety skills. And, periodic checks will be made to ensure that the person is using the skills and strategies learned, and provide the person to make any needed changes due to changes in hours at work, bus routes, etc. ***The key to the effectiveness of this project is the integration of travel training with other job training and supports and ongoing communication with the individual, family, residential program or other community supports.*** Combining extensive travel training with other job training and supports provided by the same staff will help ensure that the individual and family's comfort with the services and allow the service to be provided in the most cost-efficient manner.

Assessment, initial training and ongoing supports will be provided by our employment staff that have extensive experience in providing employment and community skills training. Challenge's Coordinator of Job Supports has completed the three-day course on travel training sponsored by Easter Seals Project Action and Challenge Employment Staff have taken part in informational sessions sponsored by Way2Go. Further in-service trainings are being planned to increase staff's knowledge and skills in preparation for implementing this project.

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project? This project will serve adults with developmental, mental health, physical and other disabilities who are involved in Challenge's employment services to find or maintain employment in the community. In particular, young adults coming out of T-S-T BOCES and local high schools and individuals living in rural areas will benefit significantly from this project as they face some of the most significant barriers to transportation. This project will also help to open access to public transportation to individuals with more severe developmental or multiple disabilities who most likely would have chosen ADA-transit or reliance on others for rides as the only viable transportation. Another population that will benefit from this project is some of the younger workers who are involved in Challenge's work center and supervised community worksites who, with training, will be able to transition to more independent and higher earning positions in the community. Over 90 % of individuals who will take part in these programs are considered low-income and receive social security or public assistance in addition to their wages. Independence in employment will greatly expand the career opportunities and earning potential in terms of location, hours and types of employment.

How will the project coordinate with existing transportation services in the service area? This project will work closely with Gadabout, New Freedom Program, Way2Go, TCAT Demand Response and the City Van program to share knowledge and resources of available transportation options and collectively strategize to identify potential transportation options. The project will also work with the informal transportation network available through shared rides with co-workers and neighbors. For individuals living in rural areas, it may likely take a combination of approaches (with back-up plans) to develop a transportation plan that provides consistent and dependable transportation to work.

C. Project Budget (Present the budget including assumptions.)

Based on previous experience with job seekers with disabilities served through Challenge's employment programs, job seekers identified in the target population above can require one to three weeks of daily travel training to and from work, with at least two to five days of re-training over time. Additional time may also be needed to address other community and safety skills that are required to safely and effectively use public transportation. The amount of staff time will vary based on the location of the individual's home and place of employment. Below are estimates for average time that will be spent for each project participant receiving travel training and collective time based on serving 20 individuals who require intensive, individualized travel training over the next year. These estimates are based on experience in providing travel training to and from their place of employment with individuals with developmental disabilities that have little or no experience in using public transportation.

<i>Service Components</i>	<i>Per Person</i>	<i>20 Participants</i>
Initial assessment:	2 hours	40 hours
Travel Planning & Coordination	6	
Daily travel training with fading (2 weeks at 4 days/week)	28	
Additional community/safety training	5	
Re-Assessment and Re-Training	<u>10</u>	<u>200</u>
Total	49	

We are requesting \$12,900 to assist Challenge in providing intensive travel training that will result in 20 individuals with significant cognitive and other learning disabilities being able to work successfully

in integrated employment in the community with greater opportunities for increased earnings and career advancement.

List expenses and revenues?

Expenses:		Revenues		
		VESID	OMRDD	JARC
Direct Service Staff: Salary & Benefits \$16.03/hr x \$980 hours	15,709	3,000	1,859	10,850
Project Management: .15 FTE Job Supports Coordinator	6,750	2,500	2,500	1,750
Mileage Reimbursement: 1,500 miles @\$.44/mile	660	200	160	300
Administration/Overhead 10%	<u>2,350</u>	<u>1,200</u>	<u>1,150</u>	<u>0</u>
Total	24,719	6,900	5,669	12,900

How will Federal funds will be matched (100%)? As listed above, current state funding that supports limited travel training will be matched with funding from JARC to expand both the numbers of individuals with disabilities that are provided travel training to get to and from work and the comprehensiveness of the training that will Challenge to offer this training to individuals with more severe disabilities.

Proposal submitted by:

Name: Martine Gold

Title: Director of Program Development and Quality Assurance

Signature:

Date:

**Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on March 8, 2010**

Contact Information:

Name: Christine Sanchirico

Agency (if applicable): Catholic Charities Tompkins/Tioga (CCTT)

Phone #: 607-272-5062 x13

Email: csanchirico@dor.org

A. Project Name: Samaritan Center Critical-needs Car Repair Program for Tompkins County

B. Project Description:

The Samaritan Center provides urgent, short-term assistance to low and moderate income families and individuals in immediate financial crisis. We have a history of helping those in need with great empathy and compassion. Our mission is guided by two main objectives: to address the needs of the community's most vulnerable people and to challenge conditions that cause poverty and despair. Many of our participants are classified as "very, very low income" with incomes less than or equal to 30% of the median area income. About one-third of the families are headed by single-parent females. Many are the working poor, who do not have enough income to get by, but are not qualified for most other types of assistance.

Reliable transportation is crucial for many families and individuals to keep their jobs. This is an extremely critical issue for those trying to transition from welfare to work. Barriers to using public transportation include working third shift or other non-traditional hours, needing to transport children to and from day care and/or school before and after work, living in rural areas with no access to public transportation, and having health/handicapped issues where it is necessary to drive right to the place of employment.

The recent Cash for Clunkers program was an asset to middle class households who could sustain a loan for a new car, with the assistance of \$4,000 payment for their old "gas guzzler." Unfortunately, low-income people must purchase vehicles outright since they rarely qualify for loans, and must purchase the least expensive cars, cars that are old, often large, and usually in poor condition. These cars break down frequently and need expensive repairs essential for operation and safety, such as brake repair.

Since low-income families and individuals are already struggling and living paycheck to paycheck, they do not have access to resources to cover unexpected expenses like automotive repairs. Many do not have personal or sick time; if they miss work, they do not get paid, compounding the problem even more. Often they will miss several days of work until they can find a way to repair or replace their car, and risk losing their job. At this point lives can often spiral out of control, as lost jobs can lead to eventual homelessness.

At the Samaritan Center, on average 2% of our weekly calls are from families and individuals seeking transportation assistance, but we have funding to help only a small

percent of the requests. When we have funding to assist with car repair, we work together with the client to determine a match amount that the participant can afford. If the condition of the vehicle does not warrant the expense of the repair, we will encourage purchase of a different vehicle. Our average car repair assistance is \$150, with a range of \$50 to \$500 or more. Program participants are asked to match the assistance with an amount affordable to them. We anticipate an increased need for transportation assistance in 2010, as hours are cut back, unemployment increases, and more people are faced with accepting jobs farther from home and during less traditional hours.

In 2009, we provided \$4,370 in assistance for car repairs and transportation to 34 families (excluding bus passes). We turned down at least as many due to lack of sufficient funds, and were unable to provide any assistance after September, 2009, when funds available for this type of assistance were depleted. We expect that there are at least an additional 100 families each year who would qualify for this assistance. We have \$5,000 budgeted for car repairs in 2010, and expect to budget \$5,630 in 2011.

With the funding requested, we would be able to assist an additional approximately 100 families who are faced with financial hardship and need assistance repairing an automobile.

We are requesting a grant matching our 2009-2011, three year expenditure of \$15,000 with an equal amount, to be used between now and the end of 2011 for car repair assistance for Tompkins County residents.

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project?

Low income households at or below 60% of the median family income in Tompkins County.

How will the project coordinate with existing transportation services in the service area? CCTT's Samaritan Center already provides a bus pass program with IURA funding. The car repair program will be coordinated with the bus pass program, with the goal that low-income households with a transportation crisis will have the crisis resolved as best suits their situation, whether that be through a grant of a 15-ride or one-month bus pass, or a grant to provide emergency car repair.

C. Project Budget (Present the budget including assumptions.

List expenses and revenues?

Revenue

JARC/New Freedom Grant	\$15,000
CCTT Match (2009-2011)	<u>15,000</u>
TOTAL REVENUE	\$30,000

Expenses

Approx. 200 Car repairs @ avg \$150	
TOTAL EXPENSES	\$30,000

How will Federal funds will be matched (100%)?

CCTT Car repair Budget

2009 \$4370 (actual)

2010 \$5000 (budgeted)

2011 \$5630 (projected budget)

Proposal submitted by:

Name: Christine Sanchirico

Title: Executive Director

Signature (or email address): csanchirico@dor.org

Date: 2/6/2010

Send to Fernando deAragon, ITCTC, 121 E. Court St, Ithaca, NY 14850 or by email fdearagon@tompkins-co.org before 4 pm on March 8, 2010.

**Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on **March 8, 2010****

Contact Information

Name: Marie Bancroft / Judy Willis
Agency (if applicable): GADABOUT Transportation Services Inc.
Phone #: 273-1878
Email: mariebancroft@netscape.net

A. Project Name: GADABOUT Service to Challenge Industries

B. Project Description.

Proposal Objectives:

- To support GADABOUT's service to Challenge Industries' new location on Rt 96B and thereby provide transportation to workers with disabilities.
- To retain the zone #1 fare for city residents who work at Challenge.

JARC funding would pay for 50% of the marginal cost of increased GADABOUT service to accommodate for the change of Challenge's worksite location from E. State St. to S. Danby Rd Rt 96B for a two year period 2010 and 2011. The amount of JARC funding requested is: \$21,656.

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project?

Challenge provides job training for low-income persons enrolled in the STEPS Program, under contract with County Dept of Social Services.

Challenge provides employment to an increasing the number of senior citizens with disabilities, who work part time and make less money. The increased number of part time workers increased the number of employment trips made by GADABOUT to serve Challenge.

City residents with disabilities who work at Challenge would benefit from GADABOUT restoring the one-zone fare to Challenge, as existed when Challenge was located in Downtown Ithaca. The lower fare will help keep access to employment affordable for Challenge workers.

How will the project coordinate with existing transportation services in the service area?

GADABOUT provides paratransit service for seniors (over 60 y.o.) and people with disabilities with wheelchair-accessible vehicles since. Further, GADABOUT contracts with TCAT, Tompkins County and Challenge Industries to provide specific transportation

services. GADABOUT's service does not duplicate TCAT's bus service to Challenge. GADABOUT works to promote its service through Way2Go.

C. Project Budget (Present the budget including assumptions.)

Distance from E. State Street to RT 96B Challenge locations.		
one-way distance	1.32	miles
two-way distance	2.64	miles
GADABOUT Cost/mi	\$ 3.46	
(Based on 2009 data, includes value of volunteer drivers)		
Cost per Round Trip	\$ 9.13	
Number of GADABOUT round trips per day	9	
Cost per day	\$ 82.21	
Days per year	257	
Total cost for 2010	\$ 21,127.87	
50% is JARC Eligible in 2010	\$ 10,563.93	
Estimate for 2011 (5% increase)	\$ 11,092.13	
Total JARC Requested for 2010-11	\$ 21,656.06	

Note: The amount of JARC funding shown is a maximum estimate. The final JARC amount claimed will be calculated by subtracting fare revenue to arrive at a gross deficit, and then calculating 50% of the gross deficit to arrive at the JARC total.

How will Federal funds will be matched (100%)?

JARC funds will be matched with New York State Transit Operating Assistance (STOA) and local funding to GADABOUT.

Proposal submitted by

Name: Marie Bancroft
Title: Director of Finance, GADABOUT

Signature (or email address): mariebancroft@netscape.net
Date: March 5, 2010

Send to Fernando deAragon, ITCTC, 121 E. Court St, Ithaca, NY 14850 or by email fdearagon@tompkins-co.org before 4 pm on March 8, 2010.

Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on **March 8, 2010**

Contact Information

Name: Dwight Mengel, Chief Transportation Planner

Agency (if applicable): Tompkins County Department of Social Services

Phone #: 607-274-5605

Email: Dwight.Mengel@dfa.state.ny.us

A. Project Name: Way2Go

B. Project Description: Way2Go is a transportation information and community education program provided by Cornell Cooperative Extension of Tompkins County under contract with Tompkins County (effective 6/1/2008). Through a wide variety of educational strategies, Way2Go enables Tompkins County residents to make the best use of current and evolving transportation resources, to advocate and organize to improve transportation services, and to make choices that best support personal, community and environmental well-being.

Tompkins County requests FTA JARC funding of \$104,474 out of a total budget of \$130,592 for the period 10/1/2010 to 9/30/2011; and FTA JARC funding of \$112,831 out of a total budget of \$141,039 for the period of 10/1/2011 to 9/30/2012. The County's first choice is to fund Way2Go as a mobility management project that requires a 20% local match.

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project?

Targeted populations of low income households, seniors and persons with disabilities benefit from Way2Go, as well as the general public. Transportation information provided through Way2Go materials, public workshops, other educational events and the Way2Go website (www.way2goinfo.net) is targeted at providing accessible, affordable and realistic transportation options for consumers. Moreover, Way2Go continues to use community social marketing methods to reach target populations through existing agencies, social networks and events, empowering the public to make informed decisions about transportation alternatives. Way2Go is also researching and developing strategies to meet ADA-accessibility requirements and serve persons with Limited English Proficiency.

How will the project coordinate with existing transportation services in the service area?

Way2Go works with all transportation operators to coordinate information provided to the public through its website and other educational media, public workshops and events, professional trainings among human service agencies, and employer-based educational projects. All public-supported transportation services and supports are marketed under Way2Go. In addition, Way2Go collects and provides consumer feedback to transportation operators to improve services, and organizes meetings of transportation providers to foster coordination of existing and future services.

C. Project Budget (Present the budget including assumptions

List expenses and revenues?

Attached is the Way2Go budget for 10/1/2009 – 9/30/2010.

The 2010-11 budget assumes a 10% increase in funding to increase the hours of the part time staff, increase the number of workshops and education materials.

The 2011-12 budget assumes a 8% increase in funding to transition the part time staff to full-time.

How will Federal funds will be matched (20%)?

The County prefers to fund Way2Go as a mobility management project that requires a 20% local match. Funding will be matched by Cooperative Extension (as shown in the 2010 budget) and DSS in-kind contributions.

Proposal submitted by

Name: Dwight Mengel

Title: Chief Transportation Planner

Signature (or email address): Dwight.Mengel@dfa.state.ny.us

Date: 3/8/2010

Send to Fernando deAragon, ITCTC, 121 E. Court St, Ithaca, NY 14850 or by email fdearagon@tompkins-co.org before 4 pm on March 8, 2010.

Tompkins County Department of Social Services and Cooperative Extension of Tompkins County Transportation Education Contract	Sept. 2009 Sept. 2010 Way2Go Budget	Subtotals of salary/wages + benefits listed above
IN-KIND		
Program Manager, partial benefits	18,000	
Program Assistant, partial benefits		
SubTotal: In-kind		

TOTAL Requested		
REQUESTED		
Program Manager		
Salary & Wages	33,152	
Benefits remaining after in-kind	784	
		33,936
Program Assistant (half time)		
Salary & Wages	11,000	
Benefits remaining after in-kind	769	
		11,769
Ag Admin support		
Salary & Wages	5,000	
Benefits	126	
		5,126
Senior Staff support		
Salary & Wages	10,000	
Benefits	138	
		10,138
SubTotal: PROFESSIONAL STAFF	60,969	
Other Expenses		
Work Study students	1,500	
Employee development-discretionary	500	
Communication: monthly phone fee=\$20	240	
Communications- T1ACCPAC	240	
Communication-Telephone discretionary	300	
Communications - advertising for program assist.	200	
Communication-Postage	501	
Office Supplies	359	
Meetings: room rental	350	
Refreshments: staff and volunteers	200	
Travel, Mileage, lodging	500	
Fleet	270	
Printing - in house photocopies	250	
Printing: collateral	1,600	
Printing in 5 languages	1,500	
Printing, business cards	50	
Publicity, PSAs & paid ads	2,200	
Teaching Materials	2,750	
Contract Services: Media/Technology	6,000	
Contract: Marketing consultant	4,000	
Contract Services: Design	1,500	
Contract: Childcare	500	
Subtotal: OTHER PROGRAM EXPENSES	24,510	
Program Support Fee 10% Flat rate	9,497	
TOTAL REQUESTED	94,976	
TOTAL PROGRAM BUDGET	114,976	

**Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on March 1, 2010**

Contact Information:

Name: Jennifer Dotson Chrisophia Somerfeldt
Agency (if applicable): Ithaca Carshare Way2Go, Cornell Cooperative Extension--Tompkins County
Phone #: 607.277.3210x3 607.272.2292
Email: jennifer@ithacacarshare.org mobilityed@gmail.com, css17@cornell.edu

A. Project Name:

Ithaca Carshare, Way2Go and GIAC partnership to increase transportation access for low-income Ithaca residents

B. Project Description:

Ithaca Carshare and Way2Go will partner with GIAC to increase awareness of transportation costs and the availability and affordability of a variety of options, particularly Ithaca Carshare. Major activities will include

- *outreach and workshops,*
- *packaging and targeted subsidy of Ithaca Carshare plans (direct costs and deposits),*
- *establishment of a donation-based Community Transportation Fund to fund GIAC staff use of carshare to transport participants,*
- *placement of two new Ithaca Carshare cars (at locations such as West Village, Linderman Creek, Overlook, or similar),*
- *exploration of other potential partnerships and transportation packages to serve these community members, including a potential collaboration with the Alternatives Credit Union Financial Literacy plan.*

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project?

Low income downtown and housing complex residents, beginning with and radiating from existing GIAC participants.

How will the project coordinate with existing transportation services in the service area?

Project partner Way2Go is a local transportation information clearinghouse. Identified complementary programs include Working Families Transportation Assistance. Other potential synergies will be identified & explored during the project.

C. Project Budget (Present the budget including assumptions.

List expenses and revenues?

DRAFT PROJECTED	Expense	Revenue
<i>Outreach activities (100 hours @ \$25/hr staff)</i>	\$2,500	
<i>Program development and delivery (100 hours @ \$25/hr staff)</i>	\$2,500	
<i>Targeted subsidy of Ithaca Carshare service (50 households @ \$300)</i>	\$15,000	
<i>Community Transportation Fund seed money (\$1000)</i>	\$1,000	
<i>Revenue guarantee for 2 new Ithaca Carshare cars for 1 year each (\$1500/month, \$36,000 total; likelihood this would be offset by usage revenue)</i>	\$36,000	
<i>Materials, space rental, and other promotional and outreach costs</i>	\$4,000	
<i>Overhead (10%)</i>	\$5,475	
<i>Way2Go contributions (in-kind, largely staff time)</i>		\$2,000
<i>Ithaca Carshare contributions (in-kind staff time and discounts)</i>		
<i>GIAC contributions (largely outreach rooms, in-kind staff time)</i>		
<i>Park Foundation grant (application requested for 4/2/10 grant cycle)</i>		
<i>JARC/New Freedom funding (this application)</i>		
TOTAL	\$66,475	

How will Federal funds will be matched (100%)?

See budget above for each partner's estimated level of in-kind support. In addition, an application for funding from the Park Foundation has been requested for this project, which could also serve as a match.

Proposal submitted by:

Name: Jennifer Dotson
Title: Executive Director, Ithaca Carshare

On behalf of Way2Go, GIAC, and
Ithaca Carshare partnership

Signature:

Date: March 08, 2010

**Proposal for JARC & New Freedom Funds in 2010-2011
Due to ITCTC on March 8, 2010**

Contact Information

Name: Lillian Lightbourn

Agency/Business Name: L. Lightbourn Enterprises

Phone #: 607-539-3180

Email: LLightbo@twcnv.rr.com

A. Project Name: Passenger Safety Driver Training Program

B. Project Description:

The Passenger Safety Training program is a training resource for transportation providers, human service agencies, school districts and job training programs. Currently, organizations are operating vans to transport people driven by volunteers, existing staff (as an ancillary function), and part-or-full time paid drivers. There is a lack of hands-on passenger safety training for van drivers, who only need to possess a valid driver license.

This project will provide drivers, at local residential centers, human service agencies, medical providers, senior and educational facilities, with safety driving training procedures to ensure passenger and driver safety to and from their destinations through classroom and behind the wheel hands-on training. See attached qualifying documents.

Federal funding would support 80% of the cost of the passenger safety driver training program, with the balance coming from the participating agencies.

What target populations (low income, seniors or persons with disabilities) will benefit by the proposed project?

The program will train drivers to be self-aware of how their driving affects passenger safety and comfort, especially for seniors and people with disabilities. The program will emphasize safe driving which benefits the public and organizations.

How will the project coordinate with existing transportation services in the service area?

The Passenger Safety Driver Training program is a training resource for transportation providers, human service agencies, school districts and job training programs for existing drivers and new hires. Further, the program will also offer a Commercial Drivers License (CDL) refresher course for those with (CDL) vehicles and beginners (CDL) course for new hires.

The program will coordinate outreach through the Human Services Coalition, the County Department of Social Services and Way2Go as applicable.

Non- Commercial Passenger Vehicles:

Means any passenger vehicle that has a hydraulic braking system, vehicle weight limit of less than 26,000lbs., and the passenger capacity is 20 or less excluding the driver.

Commercial Passenger Vehicles:

Means any passenger vehicle that has an air braking system and weight more than 26,001 lbs., and passenger capacity is 21 or more. Drivers will need the following endorsements:

- Passenger and air brakes,

Non-Commercial Driver Training

- Will receive six hours of class room refresher training
- Monday, Wednesday, & Friday, two separate classes each day
- **AM** session from 9am to 10am
- **PM** session from 12noon to 2pm
- Each class will receive DVD, workbooks, and tests

Behind The Wheel Training (Non-Commercial Driver Training)

- Will receive ten hours of hands on driver training
- Monday thru Friday with two separate classes each day
- **AM** session from 9am to 10am
- **PM** session from 12noon to 2pm
- Thursday and Friday each trainee will drive their own route as their final exam.

***Note:** The Passenger Safety Driver Training Program will provide training for a total of 25 trainees per year. There will be a total of 5 trainees per class and 5 classes per year.

***Note:** All agencies require different credentials; each trainee must have the required credentials according to their agency.

C. Project Budget (Present the budget including assumptions

List expenses and revenues?

Description	Cost	Comments		Total Cost
Classroom Space	In-Kind	In-Kind	In-Kind	\$0.00
Training Vehicle	In-Kind	In-Kind	In-Kind	\$0.00
Program Supplies	\$4,000	DVD's, workbooks, etc.	\$4,000	\$4,000
Fuel/Maint.	\$5,000 annual		\$5,000	\$5,000
Insurance	\$1,500 annual		\$1,500	\$1,500
Instructor's Salary	\$750.00 per class	\$3,750 annual based on 5 classes per year, 5 trainees per class total 25 trainees	5x\$750.00=\$3,750	\$3,750
Program Fees				
Written Exam	\$10.00 to \$40.00 Per person	\$30.00 average amount p.p. Based on 5 trainees per year needing to take the written exam	5x30.00=150	\$150.00
Road Test	\$40.00	\$200.00 Based on 5 CDL trainees out of 25 in total for one year. This is for those needing CDL	5x40=200	\$200.00
Permits	\$10.00	\$50.00 Based on a total of 5 trainees out of 25 in total	5x10=50	\$50.00
License Fee	\$25.00 to \$175.00	\$75.00 average amount p.p. Based on 5 trainees out of the 25 Depend on the type of license (CDL) or Non-CDL	5x75=375	\$375.00
		Total Annual Cost	15025 divided by 25=601.00	\$15,025.00
			Total cost per trainee	\$601.00

How will Federal funds be matched?

This training will be a Mobility Management activity and as such, the local match is 20%. Participating agencies will provide the required 20% local match. There will be in-kind services of classroom space and training vehicle.

Proposal submitted by:

**Name: Lillian Lightbourn of L. Lightbourn Enterprises
Title: Owner/Instructor**

**Signature LLightbo@twcny.rr.com:
Date: Friday, March 4, 2010**

Send to Fernando deAragon, ITCTC, 121 E. Court St, Ithaca, NY 14850 or by email fdearagon@tompkins-co.org before 4 pm on March 8, 2010.



New York State Education Department
School Bus Driver Instructor



Lillian Lightbourn

SBDI Number: 03-036

Expiration Date: June 30, 2010

Issued by Pupil Transportation Safety Institute
(800) 636-2210

NEW YORK STATE DEPT. OF MOTOR VEHICLES



**ARTICLE 19 - A
CERTIFIED EXAMINER**

This examiner is certified by the NYS Department of Motor Vehicles to test bus drivers as required by Article 19-A of the Vehicle and Traffic Law, but ONLY for the class of vehicle or lesser classes as specified.

Name: **Lightbourn, Lillian E.**

Certification No.: **020366** Certification Class: **B**

Expires: **12/01/2012** Restrictions:

Certified only when accompanied by valid CDL
of appropriate class.