

FY2025 Mobility and Transportation Innovations (MTI) Grant Program

Due 4:30pm Monday September 16th, 2024

The Vermont Agency of Transportation is pleased to announce the 2025 Mobility and Transportation Innovation (MTI) Grant Program. Enabled by the Legislature with the passage of the 2020 Transportation Bill ([Act 121](#)), the program is designed to support innovative strategies and projects that improve mobility and access to services for transit-dependent Vermonters, reduce the use of single occupancy vehicles, and reduce greenhouse gas emissions. In addition to funds provided through the authorization of the Transportation Bill, this year the program includes funding from the federal Infrastructure Investment and Jobs Act (IIJA) Carbon Reduction Program (CRP). These additional CRP funds will specifically support the expansion of travel demand management projects that encourage less carbon-intensive means of travel.



Focal Areas:

- Extension of existing TDM programs
- Creation of new TDM programs
- Creation and marketing of TDM Resources
- Expansion of first mile/last mile programs
- Support for employers and/or employees to adopt TDM measures (including incentives), in collaboration with an existing or new TDM program provider
- Implementation of planned TDM programs (bike share, car share, microtransit, etc.)

Funds Can Be Used For:

- Match funds for other TDM grant awards
- TDM program delivery costs
- Microtransit Planning and Implementation
- Capital and operational expenses

Who May Apply?

The grant applications are open to municipalities, local or regional planning agencies, transit agencies, school districts or schools, non-profit organizations, and citizen groups focused on

providing public transportation resources. Private sector organizations, individuals, State and Federal agencies are not eligible to receive funds directly but may be partners of a project.

MTI grant performance metrics are focused on the following goals:

1. To improve mobility and access for transit dependent Vermonters
2. Reduce greenhouse gas emissions
3. Reduce the use of single occupancy vehicles
4. Complement existing mobility investments

Applicants are requested to identify in their application which goal(s) they will be addressing, the metrics to be used to measure progress, and any targets they may have already identified. Applications should include details on how awardees will track MTI program performance metrics and report on their project outcomes.

Grant Funding

These grants were developed to incentivize innovative strategies and ideas to expand TDM measures and projects in Vermont. Applicants are asked to select the funding category that best matches the project need. Categories and some suggested project types are outlined below.

A. Small MTI Grants (Grant Amounts around \$10,000)

Eligible projects under this category could include:

- Planning of new TDM programs or resources
- Expansion of first mile/last mile programs
- Creation and marketing of TDM Resources

B. Medium MTI Grants (Grant Amounts around \$50,000)

Eligible projects under this category could include:

- Marketing and outreach of TDM programs
- Expansion of first mile/last mile programs
- Support for employers and/or employees to adopt TDM measures (including incentives) in collaboration with an existing or new TDM program provider
- Planning for TDM programs (bike share, car share, microtransit, etc.)

C. Large MTI Grants (Grant Amounts around \$100,000+)

Eligible projects under this category could include:

- Implementation
- Capital purchases

Applications must be received on or before **Monday September 16, 2024 at 4:30 pm.**

For technical assistance, please contact Stephanie Reilly
Email: stephanie.reilly@vermont.gov
Phone: (802) 595-9138

Grants applicants will be notified of project selections in October 2024.

The deadline to complete work and submit final metrics, reports and invoices is September 30, 2026.

Applicant Information

1. Applicant Type (multiple choice)
 - a. Municipality
 - b. Local or regional planning agency
 - c. Transit agency
 - d. School district or school
 - e. Non-profit organization
 - f. Citizen group focused on providing public transportation resources
2. Applicant Organization Name (small text box)
3. Applicant Contact Information (text box for each prompt)
 - a. Name
 - b. Address
 - c. Address 2
 - d. City/Town
 - e. State/Province
 - f. ZIP/Postal Code
 - g. Email address
 - h. Phone number
4. I verify that I am the duly authorized representative of my organization
 - a. Yes
 - b. No
5. Accounting System (multiple choice)
 - a. Automated
 - b. Manual
 - c. Combination
6. Unique Entity Identifier # (small text box)
7. Fiscal Year End Month (dropdown June, Sept or Dec)
8. Grant Category (multiple choice)
 - a. Small MTI Grant (Grant Amounts around \$10,000)
 - b. Medium MTI Grant (Grant Amounts around \$50,000)
 - c. Large MTI Grant (Grant awards of not more than \$250,000 will be awarded to each recipient)

GRANT APPLICATION

1. Project Title (small text box)
2. Project Location: Provide a brief description of the project location (large text box)
3. Project Map: Attach a project map to show the location of the project (file upload)
4. Project Description: Provide a brief description of the project (large text box)
5. Which MTI goals will this project achieve? Select all that apply (checkboxes)
 - a. Improve mobility and access for transit dependent Vermonters
 - b. Reduce greenhouse gas emissions
 - c. Reduce the use of single occupancy vehicles
 - d. Complement existing mobility investments
6. Project impact and performance metrics:
Describe how the project will measure the impacts with respect to the MTI goals.
Include both initial estimates and longer-term targets of what your project will achieve (large text box)
Scoring: 25 points
7. Projected Annual Metrics (fill in as applicable)
 - a. Number of people engaged
 - b. Number of people served
 - c. Annual ridership
 - d. Reduction in vehicle miles traveled
 - e. Greenhouse gas emission reductions (MT)
8. Project Plan: Provide a brief description of your project plan. Scoring: 30 points (large text box)
9. Project Team Partners: List the organizations who you will partner with on this project. (large text box)
10. Letter of Support: Upload a letter of support from your partner organization(s)
11. Itemized Project Budget and Milestones (file upload)
<https://vtrans.vermont.gov/sites/aot/files/publictransit/documents/MTIBudgetMilestone.docx>
12. Project Budget Summary (text box for each prompt)

Requested Grant Amount:	\$.	
	+			
Local Match:	\$.	
	=			
Total Project Cost:	\$.	
13. Project Schedule: Attach a detailed project schedule with tasks, engagement and milestones identified (file upload) Scoring: 25 points

Vermont MTI Grant Program

14. Estimated Start Date: _____ Completion Date: _____ (date field)

15. Additional Supporting Documentation (file upload)

16. Application certification. I certify that all the information provided is accurate to the best of my knowledge. We will comply with all the requirements of the grant including making our books available for audit if required.

- a. Yes
- b. No

Grant Proposal Scoring Criteria

All applications will be scored on the following:

- 1) Project Plan (30 points):
 - a. Does the application describe clearly how the project addresses the MTI program goals and objectives?
 - b. Is the project well planned? Demonstrate adequate coordination and management capacity to achieve the project objectives
 - c. Does the applicant describe how project partners will support this work?

- 2) Project Schedule (25 points):
 - a. Does the schedule provide sufficient detail to understand the potential success of the project?
 - b. Is the project timeline reasonable and demonstrate the ability to complete project during the grant period?
 - c. Does the project schedule align with the milestones in the project budget?

- 3) Project Impact and Performance Metrics (25 points):
 - a. Does the application clearly describe the impact of the project?
 - b. Does the application include reasonable and clear project metrics that match the program goals:
 - i. To improve mobility and access for transit dependent Vermonters
 - ii. Reduce greenhouse gas emissions
 - iii. Reduce the use of single occupancy vehicles
 - iv. Complement existing mobility investments
 - c. Does the application address any of the proposed annual metrics?
 - i. Number of people engaged
 - ii. Number of people served
 - iii. Annual ridership
 - iv. Reduction in vehicle miles traveled
 - v. Greenhouse gas emission reductions (MT)

- 4) Project Budget (20 points):
 - a. Are the proposed costs reasonable for the project identified?
 - b. Is the budget comprehensive and detailed?

Questions and Technical Assistance

For questions regarding this application, general program related questions or for technical assistance please contact Stephanie Reilly (802) 595-9138 Stephanie.Reilly@vermont.gov.

Visit our website <https://vtrans.vermont.gov/public-transit/mti> for the most up to date grant information.

Project Completion Requirements

1. A copy of tracked metrics.
2. Final project report outlining project outcomes (achievements and obstacles) including next steps and succession plan if applicable.
3. A final Invoice.
4. Color photos or graphics from the project.