

B. Acronyms, Definitions, Laws and Regulations

1. Acronyms

AAA	Area Agency on Aging
Act 51	Act 51 of Public Acts of 1951, as amended
ADA	Americans with Disabilities Act of 1990, as amended
CMAQ	Congestion Mitigation and Air Quality Improvement Program
CFR	Code of Federal Regulation
CTF	Comprehensive Transportation Fund
DUNS	Data Universal Numbering System
EEO	Equal Employment Opportunity
EJ	Environmental Justice
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FBP	FHWA Construction of Ferry Boats and Ferry Terminal Facilities Formula Program (FBP)
FTA	Federal Transit Administration
FY	Fiscal Year
Instructions	FY 2024 Annual Application Instructions
IRS	Internal Revenue Service
ITS	Intelligent Transportation System
JARC	Job Access and Reverse Commute Program
LAC	Local Advisory Council
LEP	Limited English Proficiency
MAP-21	Moving Ahead for Progress in the 21st Century Act
MDOT	Michigan Department of Transportation
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NF	New Freedom Program
OAR	Operating Assistance Report
OPT	Office of Passenger Transportation
PTMS	Public Transportation Management System
R&E Manual	Local Public Transit Revenue and Expense Manual
RPA	Regional Planning Agency
RTF	Rural Task Force
RTP	Regional Transportation Program
SDNT	Service Development and New Technology Program
SIB	State Infrastructure Bank
STIP	State Transportation Improvement Program
STBG	Surface Transportation Block Grant
TA	Transit Agency
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TrAMS	Transit Award Management System
UPWP	Unified Planning Work Program
U.S.C.	United States Code
UA	Urbanized Area

2. Definitions

Brokerage

Administrative activities provided by a transportation broker who coordinates between their clients and the transportation operators for one or all facets of a trip.

Capital Assistance

Funding assistance for capital items including but not limited to replacement and expansion buses, rehabilitation of existing buses, equipment for communication, maintenance, and/or for operational support, as well as facility construction and renovations.

Flex Funds

Funds transferred from Federal Highway Administration (FHWA) programs to Federal Transit Administration (FTA) programs. These FHWA programs include the Surface Transportation Block Grant (STBG), Small Urban Program, Transportation Alternatives Program, and Congestion Mitigation and Air Quality Improvement Program (CMAQ).

Flex Process

A process initiated by OPT in which funds are transferred from the FHWA programs to the FTA programs. For rural agencies, OPT flexes funds in accordance with the project list generated through JobNet. The list is developed through a local project selection process. An urban agency must send flex request(s) to their OPT project manager. For details, refer to the "[Urbanized Area Funding Application Process, Including the FHWA Transfer \(Flex\) Process.](#)"

Marine Passenger Services

Publicly operated or owned ferry services that provide essential transportation services linking island communities to the mainland.

Metropolitan Transportation Planning and Programming

- **Metropolitan Planning Organization (MPO)**

An organization created and designated to carry out the metropolitan transportation planning process.

- **Statewide Transportation Improvement Program (STIP)**

A statewide prioritized listing/program of transportation projects covering a period of four years that is consistent with the long-range statewide transportation plan, metropolitan transportation plans (MTPs), and transportation improvement programs (TIPs), and required for projects to be eligible for funding under Title 23 of the United States Code (U.S.C.) and 49 U.S.C. Chapter 53.

- **Transportation Improvement Program (TIP)**

A prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process, consistent with the MTP, and required for projects to be eligible for funding under Title 23 of the U.S. C. and 49 U.S.C. Chapter 53.

Mobility Management Projects

FTA Circular 9040.1G, Formula Grants for Rural Areas: Program Guidance and Application Instructions defined mobility management as consisting of "short-range planning and management activities and projects for improving coordination among public transportation and other transportation service providers carried out by a recipient or subrecipient through an agreement entered into with a person, including a government entity, under 49 U.S.C. Chapter 53. Mobility management does not include operating public transportation services." The same definition is also available in 9070.1G, Enhanced Mobility of Seniors and Individuals With Disabilities Program Guidance And Application Instructions.

Operating Assistance

State and/or federal funds provided to reimburse eligible operating expenses as defined by promulgated manuals such as the Local Public Transit Revenue and Expense Manual (R&E Manual) and Title 2 of the Code of Federal Regulations (CFR) Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The R&E Manual is also the authority to determine revenues, expenses, and non-financial information for the Section 5311 Program. The R&E Manual can be found at [Public Transportation \(michigan.gov\)](#), [Audit & Accounting Information \(michigan.gov\)](#).

Operating assistance provided by the state Specialized Services Operating Assistance Program is defined in the [Specialized Services Manual](#).

Regular Services

Transportation Services open to the general public during the posted hours. These services include but are not limited to fixed-route, demand response, deviated routes, and paratransit services.

Revenue and Expense Manual (R&E Manual)

The FY 2024 R&E Manual provides guidelines for TAs to report state operating assistance revenues, expenses and non-financial information on an Operating Assistance Report (OAR) submitted in PTMS. The current and previous manuals can be accessed on OPT's website at [Public Transportation \(michigan.gov\)](#), [Audit & Accounting Information \(michigan.gov\)](#).

Rural Task Force (RTF)

The [RTF](#) is composed of representatives of counties, cities, and unincorporated villages with populations less than 5,000, as well as their transit operators and county road commissions. The [RTF](#) reviews, prioritizes, and selects projects, ensuring the list of projects is financially constrained.

Service Areas

- **Rural Areas**

Areas with a population less than 50,000.

- **Urbanized Areas**

Areas with a population more than 50,000.

- **Large Urban Areas**

Areas with a population more than 200,000 (by FTA's definition).

- **Small Urban Areas**

Areas with a population between 50,000 and 200,000 (by FTA's definition).

3. Laws and Regulations

[Laws and regulations for public transportation:](#)

Laws and regulations applicable to the forming of a transportation organization:

- Act 35 of 1951, Intergovernmental Contracts Between Municipal Corporations
- Act 55 of 1963, Mass Transportation System Authorities
- Act 7 of 1967 (Ex. Sess.), Urban Cooperation Act of 1967
- Act 8 of 1967 (Ex. Sess.), Intergovernmental Transfer of Functions and Responsibilities
- Act 94 of 1933, The Revenue Bond Act of 1933
- Act 279 of 1909, The Home Rule City Act
- Act 196 of 1986, Public Transportation Authority Act
- Act 204 of 1967, Metropolitan Transportation Authorities Act of 1967
- Act 271 of 1990, Limousine Transportation Act
- Act 432 of 1982, Motor Bus Transportation Act
- Act 387 of 2012, Regional Transit Authority Act

Laws and regulations pertinent to program and/or funding requirements and eligibility:

- Act 51 of Public Acts of 1951, as amended
- Americans with Disabilities Act of 1990 (ADA)
- Comprehensive Transportation Fund Portion of Act 51
- Comprehensive Transportation Fund Administrative Rules
- Fixing America's Surface Transportation Act (FAST Act)
- FTA Circular 4220.1F, Third Party Contracting Guidance
- FTA Circular 4702.1B, Title VI and Title VI-Dependent Guidelines for FTA Recipients

- FTA Circular 4703.1, Environmental Justice Policy Guidance for Federal Transit Administration Recipients
- FTA Circular 5010.1E, Award Management Requirements
- FTA Circular 9040.1G, Formula Grants for Rural Areas: Program Guidance and Application Instructions
- C 9070.1G, Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions
- 49 CFR 604 - Charter Service
- 49 CFR 605 - School Bus Operations
- 49 CFR 609 - Transportation for Individuals with Disabilities
- 49 CFR 611 - Major Capital Investment Projects
- 49 CFR 613 - Planning Assistance and Standards
- 49 CFR 614 - Transportation Infrastructure Management
- 49 CFR 622 - Environmental Impact and Related Procedures
- 49 CFR 630 - Uniform System of Accounts and Records and Reporting System
- 49 CFR 655 - Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations
- 49 CFR 661 - Buy America Requirements, amended as of Sept. 28, 2007
- 49 CFR 663 - Pre-award and Post-delivery Audits of Rolling Stock Purchases
- 49 CFR 665 - Bus Testing