

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

Form 725-000-02
STRATEGIC
DEVELOPMENT
OGC 02/20

**EXHIBIT E
PROGRAM SPECIFIC TERMS AND CONDITIONS – TRANSIT**

(Commuter Assistance Program)

- 1. Conformance with Enabling Legislation.** This Agreement is in conformance with Section 341.051, F.S.
- 2. Progress Reports.** The Agency will submit an Annual Performance Plan outlining the activities for the year, including goals and objectives of each activity. A report of the progress towards completion of activities will be submitted with each invoice.
- 3. Project Goals and Service Data.** The Agency must report on work efforts and provide a detailed, side-by-side comparison of the project goals and actual service data.
- 4. Submittal of Proposed Timeline.** The Agency will submit a Proposed Timeline for Commuter Assistance Activities prior to the commencement of the project.
- 5. Annual Report.** The Agency will provide an annual report including the following information:
 - (a) Number of commuters requesting assistance,
 - (b) Number of commuters switching from single occupant vehicles,
 - (c) Number of Agency vans in service, and other coordinating agency vans that are participating in the rideshare-matching program (where applicable),
 - (d) Number of vehicle trips eliminated for all commuters participating in the commuter assistance program,
 - (e) Number of vehicle miles eliminated for all commuters participating in the commuter assistance program,
 - (f) Number of employer contacts and employers participating,
 - (g) Description of major accomplishments,
 - (h) Number of parking spots saved / parking needs reduced, and
 - (i) Amount of commuter costs saved.

-- End of Exhibit E --