



# TRANSIT SUPPORT GRANT

## Frequently Asked Questions

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### Contact

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## ABOUT THE TRANSIT SUPPORT GRANT PROGRAM

The Washington State Legislature established the Transit Support Grant Program in 2022 as part of the Move Ahead Washington 16-year transportation funding package ([ESSB 5974 – 2021-22, Sec. 422](#)).

WSDOT's Public Transportation Division administers the Transit Support Grant Program, which provides operating and capital support to transit agencies statewide ([RCW 47.66.140](#)).

The Transit Support Grant Program receives 100 percent funding through the [Climate Commitment Act](#) (CCA). The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health.

Programs funded through the CCA have a goal of spending 35 to 40 percent of funding to benefit vulnerable populations in overburdened communities and 10 percent to benefit tribes ([RCW 70A.65.260](#)).

## ABOUT THIS DOCUMENT

We've developed this document to answer frequently asked questions from grantees about the Transit Support Grant Program. As we receive more questions, we'll update this document and post new versions to the [Transit Support webpage](#).

This document doesn't supersede any grant agreement. If any sections of this document are inconsistent with the terms and conditions of your agreement, you're contractually bound to follow the agreement.

## ELIGIBILITY

### **Q: Can my agency require demonstrated need or other eligibility requirements for youth 18 and under to ride free of charge?**

**A:** No. You can't place limitations on who among youth 18 and under can ride free of charge. To be eligible for a Transit Support grants, your agency must adopt a "zero-fare" policy allowing passengers 18 and younger to ride free of charge on all modes provided by your agency.

You should view any attempt to limit access for youth 18 and under to ride fare free critically. This is an area where we recommend you consult your legal representative to determine level of risk and potential solutions.

Source: [RCW 47.66.140\(2\)](#) as revised by [ESHB 1853 – 2023-24, Sec. 12\(2\)](#)

### **Q: What projects are eligible under Transit Support grants?**

**A:** You may use Transit Support Grant funds for operating and capital projects including:

- Providing transit service.
- Vehicle and equipment purchases to support transit service.
- Construction to support transit service.
- Other transit-related projects (e.g., training, mobility management).

### **Q: Is Sound Transit eligible for Transit Support grants?**

**A:** No. Sound Transit, as a regional transit authority, may not receive any state grant funds (with limited exceptions).

Source: [ESHB 1853 – 2023-24, Sec. 4\(2\)\(b\)](#)

## ACCESS AND LOW BARRIER

**Note:** In 2023, WSDOT formed a workgroup with representatives from transit agencies around the state to refine guidance on low-barrier, zero-fare policies for youth. The outcome from the workgroup is Public Transportation Division policy No. *POL-546*, Transit Support Grant Low-Barrier Youth Access.

### **Q: Can my agency place limitations or restrictions on youth ride free of charge?**

**A:** The Legislature's intent is for youth 18 and under to have as easy, low-barrier access to zero-fare ridership as possible under the Transit Support Grant Program.

Your policy must provide zero-fare access for all youth 18 and under on all modes provided by your agency. You may have other stipulations if they don't violate state or federal law.

*Source: RCW 47.66.140(2) as revised by ESHB 1853 – 2023-24, Sec. 12(2); POL-546*

### **Q: Can my agency require minors to provide parental consent to ride free of charge?**

**A:** Access to zero-fare ridership must be low barrier. Any process you implement should be easy to follow.

This is an area where we recommend you consult your legal representative. There may be issues outside of our purview regarding privacy or equal access.

*Source: RCW 47.66.140(2) as revised by ESHB 1853 – 2023-24, Sec. 12(2); POL-546*

### **Q: Can my agency require minors to complete a form to receive a “youth pass” to ride free of charge?**

**A:** Access to zero-fare ridership must be low barrier. This includes the process for obtaining a youth pass. In most cases, requiring minors to fill out forms is a barrier to access.

Several transit agencies are creating screening processes to implement Transit Support grants. This includes creating separate fare cards (i.e., youth passes), or allowing people 18 and under to use student identification, or simply stating that the rider qualifies.

Public Transportation Division policy No. *POL-546* allows public transit agencies to use fare media to implement youth fare programs, program performance measurement, program implementation, eligibility determination, and security. Transit agencies can't deny service to an eligible rider who identifies oneself as 18 years of age and under due to lack of fare media.

This is an area where we recommend you consult your legal representative. There may be issues outside of our purview regarding privacy or equal access.

*Source: RCW 47.66.140(2) as revised by ESHB 1853 – 2023-24, Sec. 12(2); POL-546*

## REPORTING

### Q: How and when do I report data for Transit Support grants?

**A:** You must track and report the total number of trips taken by youth 18 and under and the total number of trips, including paratransit, taken under your Transit Support Grant. WSDOT recommends that you use data sources that are most convenient and accurate, and currently established processes for your reporting.

Some options you may consider:

- Automated-fare-collection-system data (i.e., agency-fare-card taps).
- Driver-entered ridership data (i.e., electronic or manual tally of rider/fare types).
- Calculation based on sampling of ridership from surveys.
- Other transit-agency-defined ridership methodology.

WSDOT may accept any of the above for reporting under Transit Support grants. We'll review all data for reasonableness and may request more information about your collection process. If you would like WSDOT to review a data collection or estimation method prior to making the calculation, you can reach out to Katie Bunge at [katie.bunge@wsdot.wa.gov](mailto:katie.bunge@wsdot.wa.gov).

You'll report this data through the Public Transportation Reporting Survey via Qualtrics as part of annual [Summary of Public Transportation](#) reporting, which typically runs early June to mid-July and covers the preceding calendar year. WSDOT will contact you with instructions for accessing the survey prior to the reporting start date.

Source: [RCW 47.66.140\(3\)](#)

## PROGRAM REQUIREMENTS

### Q: How do I apply Transit Support Grant funds in the Grants Management System?

A: You may select the following ways to apply the funds in the [Grants Management System \(GMS\)](#):

- Apply funds to an existing Consolidated Grant project or grant to:
  - Replace local match (i.e., source of match changes; percent match doesn't change).
  - Increase total project cost (i.e., amount of expenses claimed under the grant increases; match percent likely goes down; match total dollar amount doesn't change).

**Note:** If you'd prefer to apply funding to a grant that isn't funded through the Consolidated Grant Program, WSDOT will consider the request on a case-by-case basis.

- Create a new standalone grant.
- Hybrid approach (i.e., combination of the options above).

Contact your assigned [community transportation planner](#) if you have any questions about how to apply these funds.

### Q: What is the Transit Support certification? How and when do we submit it?

A: To meet legislative requirements for the Transit Support grant, starting in 2025, your organization must submit a certification form in the *Compliance* section of the GMS on a biennial basis.

The certification form entails marking "yes/no" in the following sections:

- Section A: Sales taxes.
- Section B: Zero-fare policy.
- Section C: Ridership reporting.

Certifications must be signed by someone authorized or delegated to sign contracts on behalf of your organization and uploaded in GMS at the time of biennial distribution of Transit Support funds.

### Q: What is the Transit Support Grant requirement related to local sales taxes?

A: Your agency must maintain or increase its local sales tax authority on or after Jan. 1, 2022, and may not delay or suspend the collection of voter-approved sales taxes that were approved on or before Jan. 1, 2022, to qualify for Transit Support grants.

Source: [RCW 47.66.140\(1\)](#) as amended by [ESHB 1853 – 2023-2024, Sec. 12\(1\)](#)

**Q: What is the funding formula for distribution of Transit Support Grant funds?**

**A:** WSDOT must prorate Transit Support Grant funding based on the amount your agency expended for operations in the most current version of the Summary of Public Transportation. No transit agency may receive more than 35 percent of the distributions.

*Source: [RCW 47.66.140\(1\)\(a\)](#) as amended by [ESHB 1853 – 2023-2024](#), Sec. 12(1)(a) and (b)*

**Q: Does my agency need to expend Transit Support Grant funds by a certain time?**

**A:** You must complete Transit Support grant-funded projects during the biennium for which they are awarded (i.e., awards for 2025-2027 must be spent by June 30, 2027, which is the end of the 2025-2027 biennium).



## VULNERABLE POPULATIONS AND OVERBURDENED COMMUNITIES

### Q: What's the difference between vulnerable populations and overburdened communities?

**A:** Vulnerable populations are population groups that are likely to be at higher risk for poor health outcomes in response to environmental harms due to:

- Adverse socioeconomic factors, such as unemployment; high housing and transportation costs relative to income; limited access to nutritious food and adequate health care; linguistic isolation; and other factors that negatively affect health outcomes and increase vulnerability to the effects of environmental harms.
- Sensitivity factors, such as low birth weight and higher rates of hospitalization.

Vulnerable populations include:

- Racial or ethnic minorities.
- Low-income populations.
- Populations disproportionately affected by environmental harms.
- Populations of workers experiencing environmental harms.

Overburdened communities are geographics area where vulnerable populations face combined, multiple environmental harms and health effects, and include communities:

- Designated by the Washington State Department of Health based on cumulative impact analyses.
- Located in census tracts that are fully or partially on "Indian country."

Source: [RCW 70A.02.010 \(14\)\(a\),\(b\) and \(11\)](#); and [RCW 19.405.020](#)

### Q: What are direct and meaningful benefits?

**A:** Examples of direct and meaningful benefits:

- Reducing vulnerable population characteristics, environmental burdens, or associated risks that contribute significantly to the cumulative-effect designation of highly impacted communities.
- Meaningfully protecting an overburdened community from or supporting community response to the effects of air pollution or climate change.
- Meeting a community need identified by vulnerable members of the community.

**Note:** Cumulative effects refer to the combined effects of multiple current and past environmental stressors on a community and how these stressors impact the health, well-being, and quality of life of residents. Examples of stressors include air and water pollution, exposure to hazardous waste, substandard housing, food insecurity, limited access to healthcare, and other factors that exacerbate vulnerability.

Source: [RCW 70A.65.230\(1\)\(a\)](#)

**Q: How do I know if my agency's project will provide meaningful benefits to vulnerable populations or overburdened communities?**

**A:** Your project provides a direct and meaningful benefit to vulnerable populations if it provides service to one or more groups that are more likely to be at higher risk for poor health outcomes and environmental harms because of socioeconomic and sensitivity factors.

Your project provides direct and meaningful benefits to overburdened communities if it provides service to a geographic community that faces disproportionate, cumulative, negative effects from environmental health factors.

To determine if your project may provide direct and meaningful benefits to vulnerable populations or overburdened communities, you can view your service area in the [Washington Geospatial Open Data Portal](#),

WSDOT automatically considers any project that serves tribes to be serving vulnerable populations.

## English

### Title VI Notice to Public

It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equity and Civil Rights (OECR). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OECR's Title VI Coordinator at (360) 705-7090.

### Americans with Disabilities Act (ADA) Information

This material can be made available in an alternate format by emailing the Office of Equity and Civil Rights at [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

## Español

### Notificación de Título VI al Público

La política del Departamento de Transporte del Estado de Washington (Washington State Department of Transportation, WSDOT) es garantizar que ninguna persona, por motivos de raza, color u origen nacional, según lo dispuesto en el Título VI de la Ley de Derechos Civiles de 1964, sea excluida de la participación, se le nieguen los beneficios o se le discrimine de otro modo en cualquiera de sus programas y actividades. Cualquier persona que considere que se ha violado su protección del Título VI puede presentar una queja ante la Oficina de Equidad y Derechos Civiles (Office of Equity and Civil Rights, OECR) del WSDOT. Para obtener más información sobre los procedimientos de queja del Título VI o información sobre nuestras obligaciones contra la discriminación, comuníquese con el coordinador del Título VI de la OECR al (360) 705-7090.

### Información de la Ley sobre Estadounidenses con Discapacidades (ADA, por sus siglas en inglés)

Este material puede estar disponible en un formato alternativo al enviar un correo electrónico a la Oficina de Equidad y Derechos Civiles a [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) o llamando a la línea sin cargo 855-362-4ADA(4232). Personas sordas o con discapacidad auditiva pueden solicitar la misma información llamando al Washington State Relay al 711.

## 한국어-Korean

### 제6조 관련 공지사항

워싱턴 주 교통부(WSDOT)는 1964년 민권법 타이틀 VI 규정에 따라, 누구도 인종, 피부색 또는 출신 국가를 근거로 본 부서의 모든 프로그램 및 활동에 대한 참여가 배제되거나 혜택이 거부되거나, 또는 달리 차별받지 않도록 하는 것을 정책으로 하고 있습니다. 타이틀 VI에 따른 그/그녀에 대한 보호 조항이 위반되었다고 생각된다면 누구든지 WSDOT의 평등 및 민권 사무국(OECR)에 민원을 제기할 수 있습니다. 타이틀 VI에 따른 민원 처리 절차에 관한 보다 자세한 정보 및/또는 본 부서의 차별금지 의무에 관한 정보를 원하신다면, (360) 705-7090으로 OECR의 타이틀 VI 담당자에게 연락해주시십시오.

### 미국 장애인법(ADA) 정보

본 자료는 또한 평등 및 민권 사무국에 이메일 [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov)을 보내시거나 무료 전화 855-362-4ADA(4232)로 연락하셔서 대체 형식으로 받아보실 수 있습니다. 청각장애인은 워싱턴주 중계 711로 전화하여 요청하실 수 있습니다.

**русский-Russian****Раздел VI Общественное заявление**

Политика Департамента транспорта штата Вашингтон (WSDOT) заключается в том, чтобы исключить любые случаи дискриминации по признаку расы, цвета кожи, или национального происхождения, как это предусмотрено разделом VI Закона о Гражданских Правах 1964 года, а также случаи недопущения участия, лишения льгот, или другие формы дискриминации в рамках любой из своих программ и мероприятий. Любое лицо, которое считает, что его средства защиты в рамках раздела VI были нарушены, может подать жалобу в Ведомство по Вопросам Равенства и Гражданских Прав WSDOT (OECR). Для дополнительной информации о процедуре подачи жалобы на несоблюдение требований раздела VI, а также получения информации о наших обязательствах по борьбе с дискриминацией, пожалуйста свяжитесь с координатором OECR по разделу VI по телефону (360) 705-7090.

**Закон США о защите прав граждан с ограниченными возможностями (ADA)**

Эту информацию можно получить в альтернативном формате, отправив электронное письмо в Ведомство по Вопросам Равенства и Гражданских Прав по адресу [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) или позвонив по бесплатному телефону 855-362-4ADA(4232). Глухие и слабослышащие лица могут сделать запрос, позвонив в специальную диспетчерскую службу штата Вашингтон по номеру 711.

**tiếng Việt-Vietnamese****Thông báo Khoản VI dành cho công chúng**

Chính sách của Sở Giao Thông Vận Tải Tiểu Bang Washington (WSDOT) là bảo đảm không để cho ai bị loại khỏi sự tham gia, bị từ chối quyền lợi, hoặc bị kỳ thị trong bất cứ chương trình hay hoạt động nào vì lý do chủng tộc, màu da, hoặc nguồn gốc quốc gia, theo như quy định trong Mục VI của Đạo Luật Dân Quyền năm 1964. Bất cứ ai tin rằng quyền bảo vệ trong Mục VI của họ bị vi phạm, đều có thể nộp đơn khiếu nại cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng (OECR) của WSDOT. Muốn biết thêm chi tiết liên quan đến thủ tục khiếu nại Mục VI và/hoặc chi tiết liên quan đến trách nhiệm không kỳ thị của chúng tôi, xin liên lạc với Phó Trí Viên Mục VI của OECR số (360) 705-7090.

**Thông tin về Đạo luật Người Mỹ tàn tật (Americans with Disabilities Act, ADA)**

Tài liệu này có thể thực hiện bằng một hình thức khác bằng cách email cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) hoặc gọi điện thoại miễn phí số, 855-362- 4ADA(4232). Người điếc hoặc khiếm thính có thể yêu cầu bằng cách gọi cho Dịch vụ Tiếp âm Tiểu bang Washington theo số 711.

**العربية - Arabic**

في ضمان عدم استبعاد أي شخص، على أساس العرق أو اللون أو الأصل (WSDOT) إشعار للجمهور تتمثل سياسة وزارة النقل في الية واشنطن 6العنوان القومي من المشاركة في أي من برامجها وأنشطتها أو الحرمان من الفوائد المتاحة بموجبها أو التعرض للتمييز فيها بخالف ذلك، كما هو منصوص عليه في الباب ويمكن ألي شخص يعتقد أنه تم انتهاك حقوقه التي يكفلها الباب السادس تقديم شكوى إلى مكتب المساواة والحقوق 1964. السادس من قانون الحقوق المدنية لعام أو بشأن التزاماتنا بعدم التمييز بموجب الباب / للحصول على معلومات إضافية بشأن إجراءات الشكاوى و. التابع لوزارة النقل في الية واشنطن(OECR)المدنية السادس، يرجى الاتصال بمنسق الباب السادس في مكتب المساواة والحقوق المدنية على الرقم (360) 705-7090.

**معلومات قانون الأمريكيين ذوي الإعاقة (ADA)**

أو عن [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) يمكن توفير هذه المواد في تنسيق بديل عن طريق إرسال رسالة بريد إلكتروني إلى مكتب المساواة والحقوق المدنية على يمكن لأشخاص(4232) 855-362-4ADA: طريق الاتصال بالرقم المجاني على الرقم Washington State Relay الصم أو ضعاف السمع تقديم طلب عن طريق الاتصال بخدمة 711.

## 中文 – Chinese

### 《权利法案》 Title VI公告

華盛頓州交通部(WSDOT)政策規定，按照《1964年民權法案》第六篇規定，確保無人因種族、膚色或國籍而被排除在WSDOT任何計畫和活動之外，被剝奪相關權益或以其他方式遭到歧視。如任何人認為其第六篇保護權益遭到侵犯，則可向WSDOT的公平和民權辦公室(OECR)提交投訴。如需關於第六篇投訴程式的更多資訊和/或關於我們非歧視義務的資訊，請聯絡OECR的第六篇協調員，電話 (360) 705-7090。

### 《美国残疾人法案》(ADA)信息

可向公平和民權辦公室發送電子郵件[wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov)或撥打免費電話

855-362-4ADA(4232)，以其他格式獲取此資料。听力丧失或听觉障碍人士可拨打711联系Washington州转接站。

## Af-soomaaliga – Somali

### Ciwaanka VI Ogeysiiska Dadweynaha

Waa siyaasada Waaxda Gaadiidka Gobolka Washington (WSDOT) in la xaqiijiyo in aan qofna, ayadoo la cuskanaayo sababo la xariira isir, midab, ama wadanku kasoo jeedo, sida ku qoran Title VI (Qodobka VI) ee Sharciga Xaquuqda Madaniga ah ah oo soo baxay 1964, laga saarin ka qaybgalka, loo diidin faa'iidooyinka, ama si kale loogu takoorin barnaamijyadeeda iyo shaqooyinkeeda. Qof kasta oo aaminsan in difaaciisa Title VI la jebiyay, ayaa cabasho u gudbin kara Xafiiska Sinaanta iyo Xaquuqda Madaniga ah (OECR) ee WSDOT. Si aad u hesho xog dheeraad ah oo ku saabsan hanaannada cabashada Title VI iyo/ama xogta la xariirta waajibaadkeena ka caagan takoorka, fadlan la xariir Iskuduwaha Title VI ee OECR oo aad ka wacayso (360) 705-7090.

### Macluumaadka Xeerka Naafada Marykanka (ADA)

Agabkaan ayaad ku heli kartaa qaab kale adoo iimeel u diraya Xafiiska Sinaanta iyo Xaquuqda Madaniga ah oo aad ka helayso [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) ama adoo wacaaya laynka bilaashka ah, 855-362-4ADA(4232). Dadka naafada maqalka ama maqalku ku adag yahay waxay ku codsan karaan wicitaanka Adeega Gudbinta Gobolka Washington 711.

## Translation Services

If you have difficulty understanding English, you may, free of charge, request language assistance services by calling 360-705-7921 or email us at: [PubTrans@wsdot.wa.gov](mailto:PubTrans@wsdot.wa.gov)

## Español - Spanish

### Servicios de traducción

Aviso a personas con dominio limitado del idioma inglés: Si usted tiene alguna dificultad en entender el idioma inglés, puede, sin costo alguno, solicitar asistencia lingüística con respecto a esta información llamando al 360-705-7921, o envíe un mensaje de correo electrónico a: [PubTrans@wsdot.wa.gov](mailto:PubTrans@wsdot.wa.gov)

## tiếng Việt-Vietnamese

### các dịch vụ dịch thuật

Nếu quý vị không hiểu tiếng Anh, quý vị có thể yêu cầu dịch vụ trợ giúp ngôn ngữ, miễn phí, bằng cách gọi số 360-705-7921 hoặc email cho chúng tôi tại: [PubTrans@wsdot.wa.gov](mailto:PubTrans@wsdot.wa.gov)

## 한국어-Korean

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## العَرَبِيَّةُ - Arabic

### الترجمة دما ت خ

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## 中文 – Chinese

### 翻译服务

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