

## PROGRAM GUIDELINES

### MOBILITY DISADVANTAGED TRANSPORTATION PROGRAM REGIONAL INCENTIVE GRANT

The Regional Incentive Grant was established in 2011/12 as a new component to the Province's Mobility Disadvantaged Transportation Program (MDTP). The grant provides additional operating support to eligible regional handi-transit services.

The Regional Incentive Grant program was recently expanded to include additional communities starting in 2012/13, based on the revised eligibility criteria below.

#### **Objective:**

The purpose of the Regional Incentive Grant is to address the challenges municipalities face in delivering handi-transit services to multiple communities, and to support municipalities that have the potential to expand their regional handi-transit service to other communities that are not currently served by a handi-transit service.

#### **Funding Details:**

Regional Incentive Grant funding will be allocated to eligible municipalities based on a formula that takes into account service delivery volumes and distances travelled. Annual grant amounts will be calculated as follows:

$$\text{Regional Incentive Grant} = \frac{(\$1.53 \times \text{trips taken}) + (\$0.24 \times \text{kilometres driven})}{2}$$

Grant payments will be calculated based on the current year's service operating data and financial statements, and paid to eligible municipalities by March 31<sup>st</sup> each year.

#### **Application Process:**

Municipalities are not required to submit applications to the Department. However, in order for the Department to determine eligibility and grant level, the handi-transit service must submit its audited financial statement and the MDTP Annual Operating Report by **March 1<sup>st</sup>** of each year. The MDTP Annual Operating Report form is typically forwarded to all sponsoring municipalities by January 1<sup>st</sup> of each year.

#### **Eligibility:**

Regional Incentive Grant funding is available to MDTP communities who meet all of the following criteria:

***Regional Services*** – defined as providing handi-transit service to at least 2 communities (the whole community or parts thereof);

***Combined Population Base of at least 5,000*** – handi-transit service must serve a combined minimum population base of at least 5,000;

***Minimum Municipal Contribution of 20%*** – participating municipalities must contribute a minimum of 20% of total handi-transit service revenues, which includes contributions to offset the service's year-end operating deficit;

***MDTP Operating Grant*** – the sponsoring municipality must currently receive the maximum, or receive within \$5,000 of the maximum, annual MDTP operating grant applicable to their service;

***Compliance with the Terms and Conditions of the MDTP Program*** – the handi-transit service must be in compliance with all the terms and conditions of the MDTP program, including submitting the handi-transit service's annual audited financial statement and the MDTP Annual Operating Report (MDTP Survey) to Manitoba Local Government by **March 1<sup>st</sup>** of each year.

#### **Contact:**

For more information about the new Regional Incentive Grant, please contact:

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