

Application Checklist

All applications must include the following:

1. Completed Application
2. Copy of Articles of Incorporation (new applicant only)
3. A copy of your **current** Certificate of Good Standing (State of MO) - (Non-Governmental Agencies)
4. Submit Authorizing Resolution (for the individual authorized to Execute an Agreement between the Agency and MoDOT.

Or

5. City Ordinance
6. Employment of Unauthorized Aliens - Workers Eligibility Affidavit - (Non-Governmental Agencies)

Submit completed and signed application to: motransit@modot.mo.gov

Subject Line: " STA and Enter Your Agency's Name"

For Technical Assistance: angelia.otto@modot.mo.gov

Form located at: <https://www.modot.org/transit-applications-and-reporting>

Applications that are **incomplete or received after due date may not be accepted.**



Application
Missouri State Transit Assistance Program
FY2026
July 1, 2025 through June 30, 2026
For Public Transportation Only

DUE April 1, 2025

Agency Legal Name: _____

DBA (if applicable): _____

Street Address: _____

Mailing Address: _____

City: _____ State: _____ Zip + 4 Code: _____

Grant Contact Person - Name: _____

Grant Contact Person – Email: _____

Grant Contact Person – Work Phone: _____

Grant Contact Person – Alt Phone: _____

Eligibility Criteria: (Check All That Apply):

(If operating both urbanized and rural transit service, submit separate applications)

<input type="checkbox"/>	A City
<input type="checkbox"/>	A City Transit Authority
<input type="checkbox"/>	A City Utilities Board
<input type="checkbox"/>	An Interstate Transit Authority (as defined in 94.600 RSMo)
<input type="checkbox"/>	An Intrastate Transportation Authority
<input type="checkbox"/>	A recipient / direct recipient of FTA Sec. 5307 urbanized formula funds
<input type="checkbox"/>	A sub-recipient of FTA Section 5311 non-urbanized formula funds

Total transportation operating costs for **Public Transportation Services**. If your agency applies for **MEHTAP funding do not include** information for Seniors or Individuals with Disabilities.

Calendar Year	<u>2022</u>	<u>2023</u>	<u>2024</u>
Transit Operating Costs for Public Transportation Service.	<input type="text"/>	<input type="text"/>	<input type="text"/>
Annual Passenger Ridership in Missouri (unlinked Trips for calendar years)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Service Area Population	<input type="text"/>	<input type="text"/>	<input type="text"/>
Amount of Annual Local Effort or Tax Support for Transit	<input type="text"/>	<input type="text"/>	<input type="text"/>

Description of local financial effort or local tax support for applicant's public transit service:

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Agency's Missouri Transit Service Area Population: Urbanized: Rural:

Description of Calendar Year 2024 Public Transit Service in Missouri

Days of Transit Operation:

Weekday Hours of Operation:

Saturday Hours of Operation:

Sunday Hours of Operation:

Applicant Agency Authorized Signature:	Date:

Please submit authorizing resolution or city ordinance.

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(Version February 2025)

AUTHORIZING RESOLUTION

WHEREAS, the Missouri Department of Transportation is authorized to make grants for general transportation projects using funds made available under various programs; and,

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

WHEREAS, it is the goal of the applicant to provide the best transit system that can be provided with the funds available.

That the _____ is authorized to execute the
(Board President/Chair, Program Director, Exe. Director, etc.)

Agreement(s) on behalf of the _____: with the Missouri
(Name of Corporation or public entity)

Highways and Transportation Commission for financial assistance.

Adopted this _____ day of _____, 20____.

Signature _____

Typed Name _____

Title _____

Authorized Individual

ATTEST

Name and title

This resolution allows the individual to sign the agreement without further action by the Board.

Missouri Department of Transportation
MoDOT – Multimodal Transit

CITY OF _____

ORDINANCE NO. _____

BILL NO. _____

An Ordinance to authorize the Mayor to execute a contract between the City of _____ and the Missouri Highway and Transportation Commission providing transportation services to seniors and individual with disabilities.

Be it ordained by the City Council of _____ as follows:

Section 1. That the (title of individual) _____ is hereby authorized to execute on behalf of the (city) _____, a contract with the Missouri Highway and Transportation Commission providing transportation services.

Section 2. That all ordinances or parts of ordinances therefore enacted which are in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and effect from and after the date of its passage and approval. Read _____ times, passed and approved on the day of _____, 20 _____.

APPROVED AS TO FORM

City Attorney

Mayor

(Print name)

Attest:

Presiding Officer

City Clerk

Chairman of the Board

WORKER ELIGIBILITY VERIFICATION AFFIDAVIT

Appendix B

On this _____ day of _____, 20____, before me appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be a person whose name is subscribed to this affidavit, who being by me duly sworn, deposed as follows:

My name is _____, and I am of sound mind, capable of making this affidavit, and personally certify the facts herein stated, as required by Section 285.530, RSMo, to enter into any contract agreement with the state to perform any job, task, employment, labor, personal services, or any other activity for which compensation is provided, expected, or due, including but not limited to all activities conducted by business entities:

I am the _____ of _____, and I am duly authorized, directed, and/or empowered to act officially and properly on behalf of this business entity.
title business name

I hereby affirm and warrant that the aforementioned business entity is enrolled in a federal work authorization program operated by the United States Department of Homeland Security, and the aforementioned business entity shall participate in said program to verify information (employment eligibility) of newly hired employees working in connection to work under the within state contract agreement with the Missouri Highways and Transportation Commission (MHTC). I have attached documentation to this affidavit to evidence enrollment/participation by the aforementioned business entity in a federal work authorization program, as required by Section 285.530, RSMo.

In addition, I hereby affirm and warrant that the aforementioned business entity does not and shall not knowingly employ, in connection to work under the within state contract agreement with MHTC, any alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. § 1324a(h)(3).

I am aware and recognize that, unless certain contract and affidavit conditions are satisfied pursuant to Section 285.530, RSMo, the aforementioned business entity may be held liable under Sections 285.525 though 285.550, RSMo, for subcontractors that knowingly employ or continue to employ any unauthorized alien to work within the state of Missouri.

I acknowledge that I am signing this affidavit as a free act and deed of the aforementioned business entity and not under duress.

Signature _____ Printed Name _____ Date _____

Attest _____ Printed Name _____ Title _____

[Documentation of enrollment/participation in a federal work authorization program is attached. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding: (1) A valid, completed copy of the first page identifying the business entity; and (2) A valid copy of the signature page completed and signed by the business entity, the Social Security Administration, and the Department of Homeland Security – Verification Division.]