



# First-Time Bus Applicants of Section 5307 Funding Fact Sheet

## Overview

The Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR Part 673) requires applicable recipients and States to develop Agency Safety Plans (ASP) that include and implement Safety Management Systems (SMS) processes and procedures. The PTASP regulation applies to all recipients and subrecipients of [Urbanized Area Formula Grant Program](#) funds under 49 U.S.C. Section 5307, including bus, multi-modal, and rail transit agencies.<sup>1</sup>

## Part 673 Applicability

To be eligible for an Urbanized Area Formula Grant (Section 5307), transit providers **must comply with the PTASP regulation by developing an ASP**. Agencies must certify compliance with the PTASP regulation before receiving funds from FTA. To certify compliance, agencies go to the Certifications and Assurances page in the [Transit Award Management System](#) (TrAMS) and select “Category 2, Public Transportation Agency Safety Plan.”

States are required to develop ASPs for their small public transportation providers unless a small provider opts to draft its own plan (see the [Guide to “Opting Out”](#)). In either case, the small provider must implement the safety plan and update it as needed.

For more information on applicability, see the [Applicability Infographic](#) and the [PTASP Applicability Webinar](#) (January 2020).

A **small public transportation provider** operates 100 or fewer vehicles in peak revenue service across all non-rail fixed-route modes or in any one non-fixed-route mode and does not operate rail fixed guideway (§ [673.5](#)).

## Where to Start

You can start by visiting the [PTASP Technical Assistance Center \(TAC\)](#). FTA established the TAC to help applicable recipients and subrecipients meet PTASP regulation requirements. The TAC includes resource libraries for [small bus](#), [bus](#), and [rail](#) transit providers, as well as for [State Departments of Transportation](#) (DOTs), [State Safety Oversight Agencies](#), and [Metropolitan Planning Organizations](#).

You can also contact the TAC and get one-on-one support and ask specialists your questions. Contact the help desk by phone (877-827-7243) or email ([PTASP-TAC@dot.gov](mailto:PTASP-TAC@dot.gov)). The TAC also offers [voluntary ASP reviews for newly applicable agencies](#).

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<sup>1</sup> *The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Grantees and subgrantees should refer to FTA’s statutes and regulations for applicable requirements.*



## Introductory Resources

- The PTASP final rule is available in the Federal Register ([PDF version](#) or [web version](#)).
- For a general overview of the PTASP regulation and requirements, see FTA's [PTASP Rule Refresher Webinar](#) (October 2019) and the [PTASP Final Rule Fact Sheet](#).
- For more information on PTASP bus requirements, the role of State DOTs, and general considerations for developing your ASP, see FTA's [PTASP Mini-Workshop](#) (September 2019).
- FTA developed a free one-hour *SMS Awareness* e-learning course, offered by the Transportation Safety Institute (TSI). To take the course you must be registered with TSI. If you are not already registered, you can do so on [TSI's registration page](#). If you are already registered, you can [sign in](#) and then navigate to the course catalog.

## Ready to Develop Your ASP?

Before you start developing your ASP, it may be helpful to review the following FTA resources. These resources will guide you through the initial development process.

- The [Roadmap to Drafting an ASP for Bus Agencies](#) supports the *Roadmap to Drafting an ASP for Bus Agencies* e-learning course offered by TSI. It will help you collect information and make the necessary decisions for drafting a Part 673-compliant ASP that works for your agency.
- The [PTASP Bus Workshop Participant Guide](#) (2020) discusses the fundamentals of the PTASP regulation.
- You can download the [PTASP Template for Bus Transit](#) and adapt it to suit your agency. The [PTASP Template for Bus Transit Reference Tool](#) accompanies the template.
- The [PTASP Checklist for Bus Transit](#) is a checklist of the PTASP regulation requirements that follows the order of the PTASP Bus Template.
- The [Sample ASP for Small Public Transportation Providers](#) and the [Sample ASP for Bus Transit Providers](#) give examples of possible methods for addressing the minimum requirements of the PTASP regulation, using fictitious agencies as models.
- [ASP Lessons Learned](#) shares information the TAC has gathered from past ASP reviews and provides practical considerations for ASP development.
- The articles [Lessons Learned from Voluntary Agency Safety Plan Reviews \(Part 1\): Final Steps and Safety Risk Management](#) and [Lessons Learned from Voluntary Agency Safety Plan Reviews \(Part 2\)](#) offer suggestions for ASP development based on the TAC's observations while reviewing draft ASPs and discuss some of the industry's most common ASP questions, issues, and concerns.



### PTASP Technical Assistance Available Now

- Access one-on-one Agency Safety Plan support
- Learn and share through the PTASP Community of Practice
- Explore the PTASP Resource Library

<https://www.transit.dot.gov/PTASP-TAC>