



Transit Minor Betterments Program Application Guide – Program Criteria

TRANSIT MAKES GOOD SENSE

Transit has an economic role in allowing people to access jobs and to participate in the economic activities of the community, as well as an environmental role in reducing the emission of Greenhouse gas (GHG). It also has a social role in transporting people who may not be able to transport themselves due to distance, medical, financial or physical limitations.

Municipal and regional governments are increasingly turning to transit to reduce congestion, improve road safety, and enhance the quality of life for B.C. residents. It is important for the Ministry to include transit, walking and biking in planning road infrastructure to ensure there are safe places for buses to stop and pedestrians, especially those with mobility challenges, have access to the bus stop. The Transit Minor Betterments program also funds bus stop lighting and bike racks. To learn more about Active Transportation design, please see the [Design Guide](#).

TIP: Projects submissions that include site photos, plans or drawings are more likely to be approved.

Goals of the Program

For a project to be eligible it must support or address one or more of the following goals:

- **Safety:** addresses or improves safety conditions related to transit operations
- **Customer Service:** responds to public and local government requests for improvements
- **Ridership:** enhances transit ridership for instance by targeting high ridership corridors
- **Accessibility:** expands transit services for seniors and those with mobility challenges
- **Reduced GHG Emissions:** minimizes the impact of transportation on GHG emissions and energy consumption by supporting sustainable multi-modal choices such as transit, cycling, and walking

Eligibility Conditions

A project proposal will be considered eligible if it complies with the following conditions:

- The project application form must be duly filled in and submitted by the program application deadline (December 31st).
- Only projects submitted by the District Manager (or delegate) will be considered for funding.
- The project submission clearly supports one or more of the goals of the program.
- Project applications must clearly show that the appropriate local government and transit agency (BCT or TransLink) representative have endorsed the project. A formal endorsement is not required.
- Program funds are primarily available for projects delivered on MoTI owned properties or right-of-way.
- Grant recipients will follow the MoTI Project Management Process and track and report the project's status in CPS and at EMR.

- Each project is limited to a maximum funding request of \$100k per fiscal year. Projects exceeding this limit may be considered.
- Approved project works must be completed in the fiscal year approved (accruals are permitted).

NOTE:

Projects are encouraged to be cost shared with local government or other partners. Design assignments for projects are also eligible for receiving a grant. The cost is not to exceed \$100K.

How to apply

District Managers (or delegate or local governments) must submit their completed application(s) form to Linda.Harmon@gov.bc.ca by January 31st. Please note that an application does not ensure approval, as the number of projects typically exceeds available program funding. Applicants will be notified by the Transit Branch within two weeks of receipt of the application.



TRANSIT MINOR BETTERMENTS FUNDING REQUEST APPLICATION

Priority ranking for this funding request: _____

DISTRICT MANAGER OR DELEGATE

Name: _____

Title: _____ Phone: _____

Email: _____

PROJECT MANAGER *(if different from left)*

Name: _____

Title: _____ Phone: _____

Email: _____

PROJECT INFORMATION

BCMoTI Region: _____

BCMoTI District: _____

Location: _____

Brief Project Description: *(one sentence)*

PROJECT DELIVERABLES:

☐ Bus Shelter ☐ Bus Pullout ☐ Bus Pad ☐ Signage ☐ Park & Ride Facility

☐ Pedestrian Facility / Pad ☐ Lighting ☐ Pedestrian Path ☐ Other _____

TRANSIT GOALS ACHIEVED:



Safety

- Addresses or improves safety conditions related to transit operations



Customer Service

- Responds to public and local government requests for improvements



Ridership

- Enhances transit ridership, for instance by targeting high ridership corridors



Accessibility

- Expands transit services for seniors and those with mobility challenges



Reduced GHG Emissions

- Supports sustainable mode choices such as transit, cycling and walking



Active Transportation Connections

- Supports multi-modal transportation

Explain how the project will support the above transit goals:

COSTS, FUNDING & TIMELINE

Service Line: 64553

	Cost	Financial contribution from other partners or programs	Name	Funding being requested	Comments
Fiscal Year 1:					
Fiscal Year 2:					
Fiscal year 3:					

Project Sponsor: Transit Branch

Transit Agency Rep. Title: _____ Project Endorsed? ☐ Yes ☐ No Date: _____

Designated Local Rep. Title: _____ Project Endorsed? ☐ Yes ☐ No Date: _____

UBCM Commitment: ☐ Yes ☐ No

Responsible party for maintenance upon completion: ☐ Ministry ☐ Local Government ☐ Transit Agency

Outstanding issues/key risks: _____

Any additional information: _____

Section Reserved for Transit Branch

☐ Approved Init: _____
☐ Rejected Init: _____