

New Public Organization\Entity Approval Process

Per the South Dakota Department of Transportation (SDDOT) State Management Plan (SMP) a public organization or private entity that has not received Section 5310 funding from the department must be approved by SDDOT and certify to the SDDOT that no nonprofit organizations are readily available to provide transportation services for seniors and individuals with disabilities.

SDDOT Approval Submission

The public organization\entity must submit the following items as part of the request for SDDOT approval.

- Written request for approval must include:
 - Type of transportation provided
 - Number of passengers served
 - Current and projected ridership
 - Coordination efforts with other current transportation providers (past and future)
- By Laws
- Articles of Incorporation
- Mission Statement
- Tax designation

SDDOT Review of Request

SDDOT will review the request based on the submitted information. Approval will be based on how the entity and their service complies with the SMP, Federal Transportation Administration (FTA), state regulations and the goals of public transportation. In addition, consideration will also include coordination efforts the organization\entity has made to coordinate with other transportation services provided in the service area. Before an organization\entity can be awarded funding for Section 5310 funds, a Human Service Coordination Plan must be submitted and approved by SDDOT. Additional information on the process and requirements can be found in the FTA 5310 circular, with particular attention to Chapter V. The link to the circular: https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/C9070_1G_FINAL_circular_4-20-15%281%29.pdf

SDOT will perform a subrecipient risk assessment to determine the organization\entity risk for administering federal funds as required by the FTA.

After consideration of all the items listed above, SDDOT will make a determination and notify the organization\entity whether they have been approved to become a subrecipient.