

NTD Rural Reporting Training Material Fiscal Year 2019



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Presentation Material

- Overview of NTD
- Key Reporting Definitions
- NTD Reporting Process
- NTD Trivia

Overview of NTD

NTD – National Transit Database

- Federally mandated reporting system. And primary source for information and statistics on US transit systems.
- Annual NTD data submitted to Congress to assist in apportioning funds.
- Federal resources becoming scarce, analysis of submitted data is becoming more critical.
- Data needs to be submitted accurately and timely to ensure continued funding.



Not just another set of forms to be filled in!!

NTD - Data Collection Requirements

- Total annual revenue
- Sources of revenue
- Total annual operating costs
- Total annual capital costs
- Fleet size and type, and related maintenance facilities
- Revenue vehicle miles
- Ridership
- Incidents
- TAMS condition report for some facilities

Key Reporting Definitions

Key Terms and Definitions

- NTD Website:
www.ntdprogram.gov
- Reporting Manual:
https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/ntd/117156/2018-ntd-policy-manual_1.pdf



National Transit Database

2018 Policy Manual
Full Reporting

Office of Budget and Policy



Modes of Transit

- **Demand Response (DR)** – trips scheduled in response to calls from passengers. Shared ride service, curb to curb. Vast majority of 5311 sub-recipients operate this service.
- **Bus (MB)** – motorized and powered by fuel within vehicle. Fixed-route and deviated-fixed-route service. Examples include MARTA, ACC Transit, Metra
- **Commuter Bus (CB)** – fixed route bus with closed-door service/limited stops of over five miles and extended routes. Examples include GRTA express.
- **Intercity Bus (IB)** – regularly scheduled public service operating with limited stops between two urbanized areas or connecting rural areas with an urbanized area. Used by private operators that are sub-recipients of 5311(f) intercity bus allocation. Examples include Greyhound and Southeastern.



Service Data: Miles and Hours

- Annual Vehicle Revenue Miles
 - Total amount of miles for reporting period that all vehicles travel in revenue service.
 - For demand response (DR) VRM includes all miles traveled from when vehicles pull-out to go into revenue service to when they pull-in from revenue service.
- Annual Vehicle Revenue Hours
 - Total amount of hours for reporting period that all vehicles travel in revenue service.
 - For demand response (DR) VRH includes all hours traveled from when vehicles pull-out to go into revenue service to when they pull-in from revenue service.

Service Data: Unlinked Passenger Trips

- Regular Unlinked Passenger Trips
 - Number of passengers who board vehicles, regardless of how many vehicles they use to travel from origin to destination.
- Sponsored Unlinked Passenger Trips
 - Number of passengers whose trips are paid in part or whole to the transit provider by a third party.
 - Third party can include VA, Medicaid, Assisted Living, etc.

Financial Data

- Accrual based accounting for capital expenses
 - Report funds as earned.
 - Report expenditure when resulting in liabilities for benefits received.
- Total Expenses should match total revenues expended.



Safety Data

- Reportable Incidents
 - Occurrence of a fatality.
 - Occurrence of injuries where immediate medical attention must be given away from the scene.
 - Property damage greater than or equal to \$25,000.
 - Towing of transit or other vehicle from the scene.
 - Evacuation for life safety reasons.
- Injuries
 - Injuries associated with transit revenue operations
 - Require immediate medical attention away from the scene.
- Fatalities
 - Death associated with transit revenue operations.

NTD Rural System Vehicle Types

- Cutaway (CU) — a transit vehicle built on a van or truck chassis by a second stage manufacturer and used as a small transit bus.
 - Majority of rural systems' vehicles are cutaway vehicles.
 - "Shuttle bus" and "shuttle van" fit in this category
- Van (VN) — enclosed vehicle with typical seating capacity of 8-18 passengers. Higher floor than passenger car. Does not accommodate standing passengers.
- Minivan (MV) — light-duty vehicle accommodating up to 7 passengers, smaller than standard van.



Vehicle Useful Life

- GDOT criteria approved by FTA:
 - 150,000 or 5 years old at end of year, whichever comes first.

Maintenance Facilities

- Location where routine maintenance and minor repairs are performed. NTD definitions:
 - Owned by service provider
 - Owned by public agency for service provider
 - Leased by service provider
 - Leased by public agency for service provider
- Most common occurrence – county system maintained in county facilities.

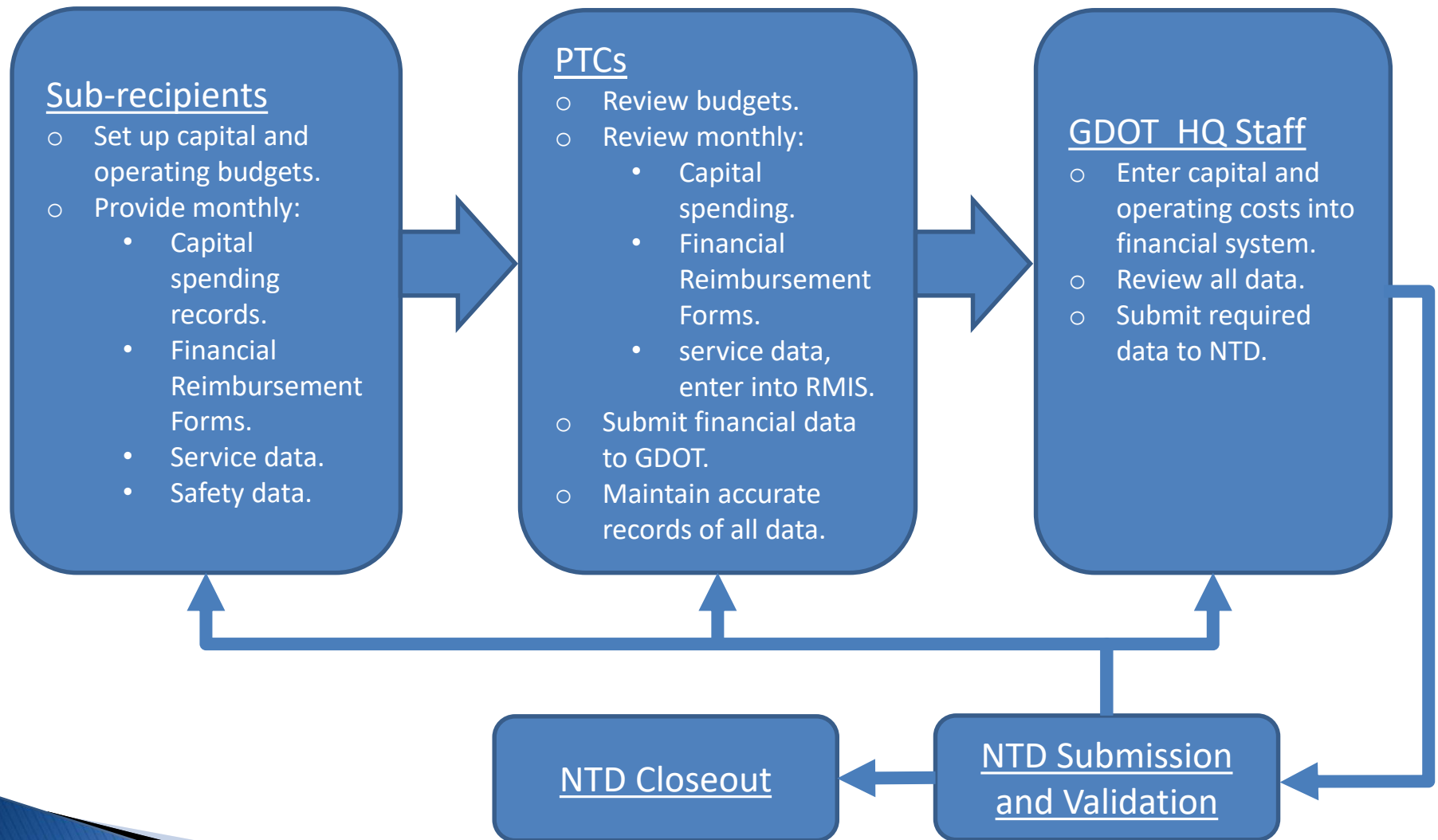
Not included are other maintenance locations. For example vehicles taken to local gas station or service facility.

NTD Reporting Process

Rural Reporting Process – Who Reports

- Rural sub-recipients who receive 5311 funds.
- Small urban sub-recipients who also receive 5311 funds.
- Intercity sub-recipients – state must set aside 15% of 5311 money for funding of intercity service.
- State of Georgia reports on behalf of rural and intercity sub-recipients.

Reporting Process



Rural Transit – Service Data: Revenue Miles

Total Number of
Passenger Trips **1,721,347**

Total Annual
Vehicle Miles **16,898,963**

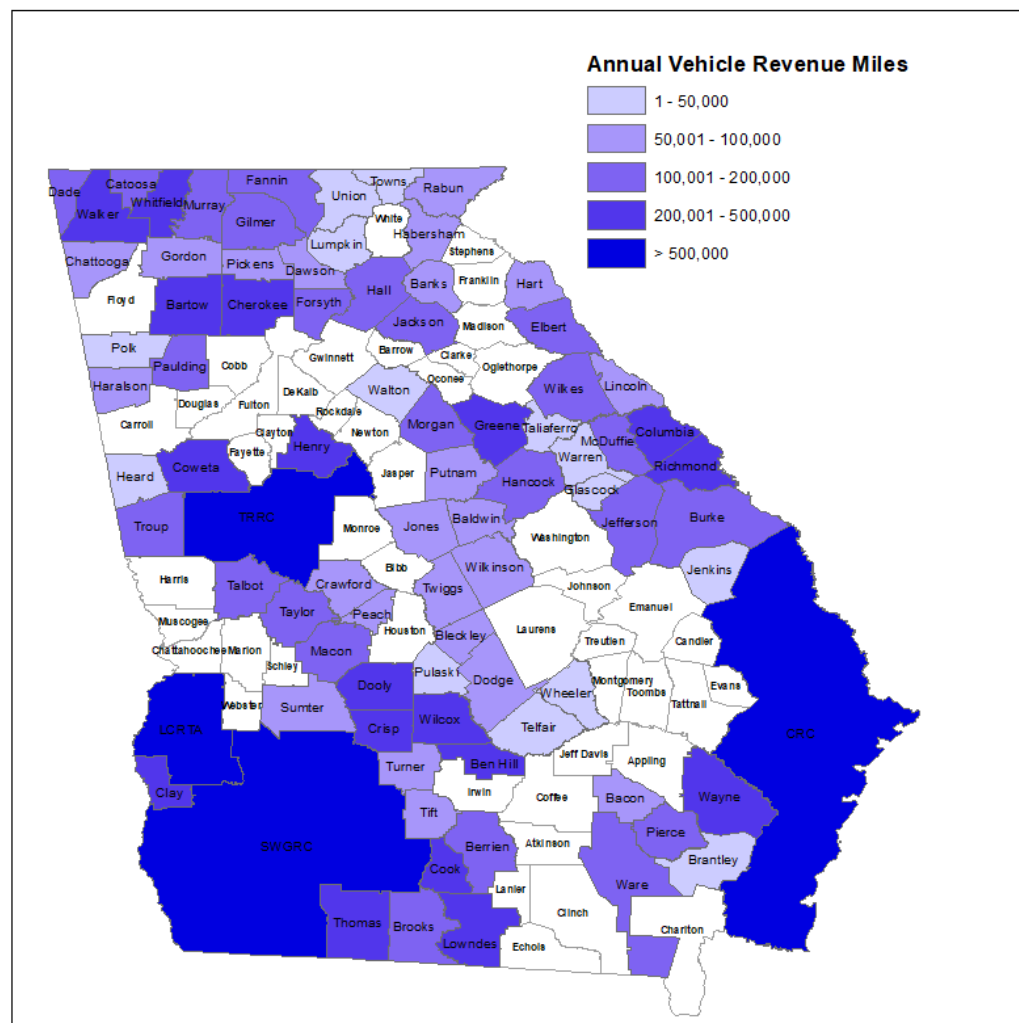
Total Annual
Vehicle Hours **976,985**

Revenue Miles	# of Systems*	% of Systems*
>500,000	4	4.82%
200,001-500,000	18	21.69%
100,001-200,000	24	28.92%
50,001-100,000	23	27.71%
1-50,000	14	16.87%

Notes:

All service and operating figures include the four regional commissions and four joint (5307/5311) reporters.

* Includes the four regional commissions.



NTD Trivia

How many rural sub-recipients did Georgia have in FY18?

113

83

57

24

Largest number in the nation!

NTD Trivia

How many joint rural and urban providers did Georgia have in FY18?

15

10

6

4

Cherokee

Henry

Hall

Richmond

(and Bartow for 2019!)

NTD Trivia

How many individual pieces of data are entered online for NTD reporting by GDOT?

2000

1000

500

250

About 25 data points
per sub

NTD Trivia

How many questions do we have to answer as part of “anomaly checks?”

1000

500

50

10

Reduced threshold for YOY checks from 30% to 10%.

We typically need to go out to field for help with 10-20 of these

A Team Effort

- Quality of data is key!!
- PTCs play a crucial role for gathering and verifying data from the sub-recipients.
- Future transit finding is dependent on accurate and timely reporting.

Not just another set of forms to be filled in!!

Thanks to Each of You

- I could not do this job without you... and for that I am incredibly grateful.