Performance Reporting Updates

March 13-14, 2024

YOUR *Safety* ▸ YOUR *Mobility* ▸ YOUR *Economic Opportunity*

New Additions

- General Transit Feed Specification (GTFS) Data

- Additional Safety Reporting Detail

- Updated ITD Reporting Templates

ITD Template

- New forms are prepared for each agency

- Verify Legacy Data is up to date

  - Update key personnel and agency information

  - Update fleet and facility information

- New GTFS and Safety information

- Updated Financial Sections

Resources

ITD Contact Person	
Sam Carroll, Grants & Contracts Officer	
Phone Number:	208 334-8139
Shauna Miller, Grants & Contracts Officer	
Phone Number:	208 334-8533
E-Mail:	PTReporting@ITD.Idaho.gov

NTD Reporting Glossary
http://www.ntdprogram.gov/ntdprogram/rural.htm

Reporting Schedule	
Due	**Time Period**
2/28/2024	10/01/2023 - 12/31/2023
5/31/2024	01/01/2024 - 03/31/2024
8/31/2024	04/01/2024 - 06/30/2024
11/30/2024	07/01/2024 - 09/30/2024
2/28/2025	10/01/2024 - 12/31/2024

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General Information

Agency Information	
Provider Legal Name:	
Mailing Address line 1:	
Mailing Address line 2:	
City:	
State:	
County:	
Zip Code:	
Phone Number:	
Website:	
Agency Type:	
Agency Acronym:	
Organization Type:	
DUNS Number:	
GTFS Link:	

GTFS

- General Transit Feed Specification

- Open Standard used to distribute relevant transit system information to users

- Allows transit data to be used by a variety of software applications

- NTD requires <u>Fixed Route</u> reporters provide valid and current link to GTFS data

GTFS

- National RTAP GTFS Builder

  - https://www.nationalrtap.org/Technology-Tools/GTFS-Builder

  - https://www.nationalrtap.org/Technology-Tools/GTFS-Builder/Support

  - https://www.youtube.com/watch?v=7fW50Dvcndg

General Information

Performance Reporting Contact Person	
First Name:	
Last Name:	
Phone Number:	
E-Mail:	

Vehicle Contact Person	
First Name:	
Last Name:	
Phone Number:	
E-Mail:	

Facility Contact Person	
First Name:	
Last Name:	
Phone Number:	
E-Mail:	

General Purpose Maintenance Facilities	
0	Owned by Service Provider
0	Leased by Service Provider
0	Owned by Public Agency for Service Provider
0	Leased by Public Agency for Service Provider
0	Total

Financial Information

Operating Financial Information						
	Administration					
	Operating					
	Preventative Maintenance					
	Mobility Management					
	Capital Operating Expenses					
	Planning					
$ -	**Total Expenses**					
Sources of Revenue Funds						
	Fare revenues					
	Contract revenues					
	Local funds					
	State funds					

Financial Information

Federal Assistance		
	FTA Urban Program funds (§5307)	
	FTA Elderly & Individuals with Disabilities Formula Program funds (§5310)	
	FTA CRRSAA Funding (§5310)	
	FTA ARP Funding (§5310)	
	FTA Other than Urbanized Area Formula funds (§5311)	
	FTA Tribal Transit funds (§5311)	
	FTA CARES Act Funding (§5311)	
	FTA ARP Funding (§5311)	
	FTA Bus & Bus Facilities Funding (§5339)	
	Medicaid Funds	
	Safe Routes to School	
	Area Agency on Aging Federal Funding	
	Other FTA funds	
	Other Federal funds	
$ -	**Total Federal Assistance**	

Total Revenues		
	Other funds	
$ -	**Total Revenues Expended**	

Financial Information

Capital Financial Information							
	Capital Expenses						
$ -	**Total Expenses**						
Sources of Revenue Funds							
	Fare revenues						
	Contract revenues						
	Local funds						
	State funds						

Financial Information

Federal Assistance		
	FTA Urban Program funds (§5307)	
	FTA Elderly & Individuals with Disabilities Formula Program funds (§5310)	
	FTA CRRSAA Funding (§5310)	
	FTA ARP Funding (§5310)	
	FTA Other than Urbanized Area Formula funds (§5311)	
	FTA Tribal Transit funds (§5311)	
	FTA CARES Act Funding (§5311)	
	FTA ARP Funding (§5311)	
	FTA Bus & Bus Facilities Funding (§5339)	
	Medicaid Funds	
	Safe Routes to School	
	Area Agency on Aging Federal Funding	
	Other FTA funds	
	Other Federal funds	
$ -	**Total Federal Assistance**	
Total Revenues		
	Other funds	
$ -	**Total Revenues Expended**	

Safety Data

- Implemented August 2023

- Assault on Transit Workers Mandatory Data Collection under BIL

- https://www.transit.dot.gov/ntd/national-transit-database-ntd-glossary

- https://www.transit.dot.gov/ntd/recent-ntd-developments-frequently-asked-questions

Safety Data

Physical Assaults on Transit Workers				
	Physical Assaults			
	In Transit Vehicle	In Revenue Facility	In Non-Revenue Facility	In Other Location
Total Event Counts				
Major Safety & Security Events				
Non-Major Events (non-injury)				
Injuries Counts				
Operator Injuries				
Other Transit Worker Injuries				
Other Injuries				
Fatalities Counts				
Operator Fatalities				
Other Transit Worker Fatalities				
Other Fatalities				

Safety Data

Non-Physical Assaults on Transit Workers				
	Non-Physical Assaults			
	In Transit Vehicle	In Revenue Facility	In Non-Revenue Facility	In Other Location
Total Event Counts				
Major Safety & Security Events				
Non-Major Events (non-injury)				
Injuries Counts				
Operator Injuries				
Other Transit Worker Injuries				
Other Injuries				
Fatalities Counts				
Operator Fatalities				
Other Transit Worker Fatalities				
Other Fatalities				

Safety Data

All Other Reportable Safety & Security Data			
Event Type	**Major Events**	**Fatalities**	**Injuries**
Collisions with Pedestrian(s)			
Collisions with Vehicle(s)			
Collisions with Other			
Other Major Events			
Total reportable injuries from non-major events:			

Reminders

- Update fleet information every reporting period

  - Mileage should be as of the last day of the reporting period

- Use the Additional Information boxes

- Ensure "Total Expenses" and "Total Revenues Expended" match for each mode on each report

- Reporting schedule

Quarterly Schedule

Due	Time Period
May 31	January – March
August 31	April – June
November 30	July – September
February 28	October - December

Monthly Schedule

Due	Time Period
March 31	January
April 30	February
May 31	March
June 30	April
July 31	May
August 31	June
September 30	July
October 31	August
November 30	September
December 31	October
January 31	November
February 28	December

Resources

- National RTAP GTFS Resources:
  - GTFS Information: https://www.nationalrtap.org/Technology-Tools/GTFS-Builder

  - GTFS Builder: https://www.nationalrtap.org/Technology-Tools/GTFS-Builder

- ITD-PT Performance Reporting Resources:
  - Link: https://itd.idaho.gov/pt/?target=Performance
  - Performance Reporting Presentation
  - Performance Reporting Recording
  - Reporting Templates

Contacts

- PTReporting@itd.Idaho.gov

- Sam Carroll

  - Sam.Carroll@itd.Idaho.gov

  - 208-972-3144

Questions