## FY 20 SERVICE INITIATIVES APPLICATION

INSTRUCTIONS: Complete and return this form to the Michigan Department of Transportation. Discuss with your project manager prior to application.

NAME OF APPLICANT (Legal Organization Name)		
NAME OF APPLICANT'S PROJECT LEAD	PROJECT LEAD PHONE NUMBER	PROJECT LEAD E-MAIL ADDRESS
PROJECT TITLE	I	

PROJECT OBJECTIVE				
What is the project and what issue(s)/)/mobility gap(s) does it address?				
How does the project address the issue/mobility gap?				
Identify the project partners and their roles:				
Describe your approach to equity and accessibility:				

## PROJECT TASKS AND DELIVERABLES

Tasks would include activities such as project planning, procurement, service deployment and independent evaluation. State the timeframe as a point after award (e.g., 3 months after award). Deliverables would include documents/reports, such as RFPs, third-party contracts, apps, presentations, training/marketing materials, evaluation reports, etc.)

TASK

DELIVERABLES	
TASK	
TIMEFRAME	
DELIVERABLES	
TASK	
TIMEFRAME	
DELIVERABLES	

PROJECT SUPPORT: Provide letters of commitment from each partner showing their understanding of their role and their
commitment to the project. You may include letters of support from other stakeholders in the area.

BUDGET

If project will have multiple activities or is paid based on milestone progress, split budget accordingly. Otherwise show as one activity with the total amount being requested. Local contribution may be required for some operational funding. Refer to annual instructions for local funding applicability.

ACTIVITY/ITEM	STATE	LOCAL	Identify Local Source	TOTAL
TOTAL				

**PROJECT EVALUATION:** An independent evaluation will be required. Identify metrics to be used on the projects and how you will define project success. Explain how you plan to procure an evaluator.

**SUSTAINABILITY PLAN:** Describe your plan to finance, operate, and sustain the project in the future. Include evidence of funding or operational commitments.