Request for Application

SCHOOL BUS SEAT BELT GRANT PROGRAM

Authorized by
General Appropriations Act, Article IX, §17.14
81st Legislature, Regular Session

Texas Education Agency
William B. Travis Building
1701 North Congress Avenue
Austin, Texas 78701-1494

APPLICATION DEADLINE:

Dated Material—Open Immediately

Closing Date: 5:00 p.m., Central Daylight Time
November 19, 2010

RFA#155-00-11
SAS-155-11
# Request for Application
## School Bus Seat Belt Grant Program

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Part I
Request for Application
I. Background Information
The School Bus Seat Belt Grant Program is authorized by Article IX, §17.14, of the 2010–2011 General Appropriations Act (GAA), 81st Texas Legislature. This section’s provisions required the Texas Transportation Institute (TTI) to conduct a feasibility study and develop an implementation plan for a grant program to reimburse school districts for costs related to providing three-point seat belts in school buses. Upon approval of the report and plan by the Legislative Budget Board (LBB), the Texas Education Agency (TEA) was directed to implement a program.

To receive assistance through this program, your district or charter school must make application to the TEA.

II. Application and Award Information

A. Request for Applications
This request for applications (RFA) represents the efforts of the TEA to provide funding under the authority provided in the GAA, Article IX, §17.14, to eligible applicants.

B. Eligible Applicants
All public school districts and open-enrollment charter schools in Texas making eligible bus purchases are eligible to apply for a grant under the School Bus Seat Belt Grant Program. Please note that a school district or open-enrollment charter school that contracts for student transportation as allowed by the Texas Education Code (TEC), §34.008, must certify that the buses being purchased with the seat belt grant funds, or the buses for which the district or school will be reimbursed with grant funds, will be the property of the school district or open-enrollment charter school and not the contractor.

C. Award Process
In accordance with the TTI’s recommendations, upon the deadline for receipt of applications, the TEA will prioritize all eligible applications according to the following schedule:

Priority 1: Equip vehicles that will have the highest safety benefit from the addition of three-point seat belts: small buses or Type A school buses (gross vehicle weight rating [GVWR] ≥ 10,000 pounds and ≤ 19,500 pounds, as defined by the Texas Department of Public Safety) and motorcoaches.

Priority 2: Equip buses used in counties with the highest number of serious bus crashes for use on high-speed, two-lane routes and with the highest average pupil density on those routes (priority counties identified as Harris, Dallas, Bexar, Tarrant, Hidalgo, Montgomery, and Travis).

Priority 3: Equip buses on high-speed, two-lane routes in other counties, in order of decreasing linear density.
Districts and charter schools making bus purchases that fall within any of the above priorities are eligible to apply for funding, and funding will be prioritized as follows: all eligible Priority 1 applications will be funded first, followed by Priority 2 applications, and then by Priority 3 applications, until the available funding is allocated. Applications that include a plan for monitoring three-point seat belt use will be prioritized in the funding allocation.

Specifically, all applications meeting minimum requirements and meeting the criteria for Priority 1 will be reviewed to determine if they include a plan for monitoring three-point seat belt use. All Priority 1 applications that include a monitoring plan will be funded first. If the number of these eligible applications exceeds available funding, school district property wealth will be the next factor used in prioritizing the Priority 1 applications for funding allocation (lower wealth being a higher priority).

If necessary, the TEA will rank all Priority 1 applications that include a monitoring plan in order of the district's or charter school's property wealth per student in average daily attendance. For purposes of ranking within this grant program, a charter school's property wealth is defined as being equal to the property wealth of the district that the highest percentage of the charter school's students have had identified as their resident district. The TEA will award state assistance beginning with the district or charter school with the lowest property wealth and continue until all ranked applications have been funded or all available funds have been used.

Should funds remain after awarding the applications in Priority 1, the TEA will use the same factors as described above to prioritize eligible applications meeting the criteria first for Priority 2 and last for Priority 3. Any remaining funds will be used to award districts and/or charter schools that subsequently gain eligibility by submitting amended applications and required documentation before August 31, 2011. The amended applications will be prioritized and ranked using the same factors as described above.

The TEA will notify each district and charter school of the amount of grant awarded and its position in the rank order for the application cycle by posting on the TEA website.

All applications must meet the following minimum requirements to be eligible for an award.

1. Expenditures of grant awards must be limited to the incremental cost of purchasing buses with three-point seat belts versus those without.
2. Applications must include the district's or charter school's plans for driver and student training, and written district or charter school policies regarding seat belt use and enforcement, to be eligible for funding.
3. The school district or charter school must certify in the application that the buses for which funding is sought under Priority 2 or 3 travel routes identified as high risk under the priorities' respective parameters.
4. The school district or charter school must certify in the application that use of a bus with three-point seat belts versus use of a bus without three-point seat belts will not diminish student transportation capacity.

The TEA or its designee will evaluate the use of buses with three-point seat belts by a district or charter school that receives a grant award under this program.
D. Funding
Funding is subject to the availability of appropriations. Per the LBB, "... participation in the School Bus Seat Belt Program, under the authority of Article IX, Section 17.14, of the 2010-11 GAA is not mandatory." Further, a receipt of a grant award in one year does not create a future entitlement to state funding, nor does it commit the TEA to fund expenses beyond fiscal year 2011.

All applications that are submitted in response to this RFA and are not funded because of a lack of sufficient funds will not carry forward and will not be considered valid applications for any subsequent application cycles that may occur due to continuation of the program and/or additional appropriation of funds by the legislature. A district or charter school that subsequently proceeds with its purchase of buses equipped with three-point seat belts in the absence of grant funds must do so with no expectation of future reimbursement.

E. Use of Funds
Expenditures of grant awards are limited exclusively to the incremental cost of purchasing buses with three-point seat belts versus those without seat belts.

F. Application Schedules and Instructions
Separate instructions for preparing the individual schedules are located immediately before Schedule #1 of the Standard Application System (SAS) contained in Part II of this RFA. Carefully study these instructions to ensure that all schedules are completed correctly.

III. Conditions for Submission of Application and Other School Bus Seat Belt Grant Program Stipulations
Staple each copy of the application in the top left corner. Do not bind the application in a notebook or folder.

A. Your application must address all the requirements contained in this RFA to be considered for funding.

B. The TEA reserves the right to reject any and all applications and to negotiate portions thereof.

C. You must furnish such additional information as the TEA may reasonably require.

D. The TEA will not be liable for any costs incurred in the preparation and submission of the application.

E. The TEA will notify each district and charter school of the amount of grant awarded and its position in the rank order for the application cycle by posting this information on the TEA website.
IV. Procedures for Submitting Applications

PLEASE READ THIS ENTIRE SECTION CAREFULLY.

Facsimile transmissions (faxes) of applications will not be accepted under any circumstances.

A. Receipt of Applications

For your application to be eligible for consideration, one original and one copy of the application, both with original signatures from the superintendent or authorized district or charter school official, must be received in the TEA's State Funding Division on or before 5:00 p.m. (CDT) on the deadline date specified on the front cover of this RFA.

In establishing the time and date of receipt, the commissioner of education will rely solely on the time/date stamp of the State Funding Division.

Method of Submission

Regardless of the method of submitting the application—U.S. Postal Service, United Parcel Service, Federal Express, Purolator, or any other delivery service—the application must be received in the agency's State Funding Division by 5:00 p.m. (CDT) on or before the deadline on the cover of this RFA to be considered eligible.

Note: The TEA will not accept a U.S. Postal Service postmark and/or round validation stamp, mail receipt with the date of mailing stamped by the U.S. Postal Service, dated shipping label, invoice or receipt from a commercial carrier, or any other documentation as proof of the TEA's receipt of any application. You are advised that the TEA assumes no responsibility, due to any circumstances, for the receipt of an application after the deadline time and date established in the RFA.

State Funding Division

The TEA's State Funding Division is open Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays. Applications will not be accepted or considered for funding if received in the State Funding Division after 5:00 p.m. (CDT) on the deadline date.

The State Funding Division is located in Room 6-120 on the sixth floor of the William B. Travis Building, 1701 North Congress Avenue (at 17th Street and North Congress Avenue, two blocks north of the capitol), in Austin, Texas. The mailing address is:

State Funding Division, Room 6-120
Texas Education Agency
1701 North Congress Avenue
Austin, TX 78701-1494

B. Number of Copies of Application

You must submit an original plus one copy of the application, for a total of two sets. Both sets must contain an original signature on Schedule #1 of the district or charter school official authorized to bind the applicant in a contract.
V. Assistance to Applicants

A. Clarifying Information
Applicants, please note: You are responsible for periodically checking the TEA School Finance website at http://www.tea.state.tx.us/index2.aspx?id=2147484107&menu_id=645 for any postings of additional/clarifying information or correction notices that pertain to this RFA.

If you do not have access to the Internet, you may request a copy of the additional/clarifying information by writing to School Bus Seat Belt Grant Program, State Funding Division, Room 6-120, Texas Education Agency, 1701 North Congress Avenue, Austin, TX 78701-1494, or by calling Twanna Buford at (512) 463-4783. The RFA number, located in the lower right corner of the front cover of this RFA, and the RFA name must be identified in the request.

B. Requests for Additional Information
Please make any requests for additional information about this RFA or the School Bus Seat Belt Grant Program by —

- writing to School Bus Seat Belt Grant Program, State Funding Division, Room 6-120, Texas Education Agency, 1701 North Congress Avenue, Austin, TX 78701-1494;
- sending an email to Twanna Buford at twanna.buford@tea.state.tx.us; or
- calling Twanna Buford at (512) 463-4783.

The TEA will post a frequently asked questions (FAQs) page showing all questions received and the answers to them on the School Finance website at http://www.tea.state.tx.us/index2.aspx?id=2147484107&menu_id=645.

VI. Use of the Standard Application System (SAS) for Application
You must use the Standard Application System (SAS) schedules contained in Part III of this RFA to apply for funds. Detailed instructions for completing the SAS schedules are provided in Part II of this RFA. Read these instructions carefully so that the information you submit is accurate and complete.
Appendix

Appendix A: Statutory Authority

General Appropriations Act for the 2010–2011 Biennium
Article IX
§17.14. School Bus Seat Belt Program

http://www.lbb.state.tx.us/Bill_81/6_FSU/81-6_FSU_0909_Art9_thru_Proc.pdf
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Part II
Instructions for the
Standard Application System (SAS)
### Overview of Required School Bus Seat Belt Grant Program Schedules (Forms)

<table>
<thead>
<tr>
<th>Title</th>
<th>When Required</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Schedule 1—General Information</td>
<td>Initial application; required for all/any amendments</td>
<td>The purpose of this required form is to provide certification that the terms and conditions of participation in the School Bus Seat Belt Grant Program are communicated and mutually agreed on.</td>
</tr>
<tr>
<td>2. Schedule 4B—Project Descriptions &amp; Calculations</td>
<td>Initial application; as needed for amendments</td>
<td>Your district or charter school must provide information on the bus or buses for which grant funds are being requested. A total grant amount requested must be provided for each purchase.</td>
</tr>
<tr>
<td>3. Schedule 6A—Provisions and Assurances</td>
<td>Initial application</td>
<td>REQUIRED READING: This schedule incorporates requirements for the applicant and assurances related to the allotment.</td>
</tr>
</tbody>
</table>
### Contents of Instructions

<table>
<thead>
<tr>
<th>General Instructions For:</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Standard Application System</td>
<td>14</td>
</tr>
<tr>
<td>Schedule #1—General Information</td>
<td>15</td>
</tr>
<tr>
<td>Schedule #4B—Bus Type and Purchase Descriptions</td>
<td>16</td>
</tr>
<tr>
<td>Schedule #6A—Provisions and Assurances</td>
<td>16</td>
</tr>
</tbody>
</table>
1. As used in this application:
   a. "Agency" means the Texas Education Agency (TEA);
   b. "Applicant" and "you" mean the entity eligible to apply for funds offered in this application. If the application is approved, "applicant" and "you" shall mean grantee;
   c. "Application" means the package submitted by the applicant composed of those schedules that are a part of the initial application as indicated in the "Overview of Required School Bus Seat Belt Grant Program Schedules (Forms)";
   d. "Application for amendment" means a change being requested by the applicant to the approved application;
   e. "SAS" means the Standard Application System of which this application is a part;
   f. "Linear density" means the number of students transported per mile. "Route linear density" is calculated as average daily ridership x 180 days ÷ annual mileage (calculate to three decimal points);
   g. "Motorcoach" means a commercial-style bus used to transport students on school activity trips. A motorcoach may not be used on routes;
   h. "Speed limit," for purposes of Priority 2 or 3, means the highest speed limit on a route considering all roads, streets, and/or highways driven;
   i. "GVWR" means gross vehicle weight rating; and
   j. "Type A school bus" means a school bus defined by the Texas Department of Public Safety as a van conversion or body constructed using a cutaway front-section vehicle with a left side driver's door. To be considered a Type A bus, the bus must be no less than 10,000 pounds and must not exceed 19,500 GVWR, and the entrance door must be behind the front wheels. Single rear-wheel vehicles are not considered Type A buses.

2. Enter your county-district number on every page of this application or amendment, and on all attachments.

3. You may reproduce any page of this SAS if additional space/pages are needed.

4. Staple each copy of the application in the top left corner. Do not bind the application or place it in notebooks or folders.

5. You are not required to reproduce the instructions and submit them with the application. The complete RFA and instructions for each schedule will be incorporated by reference into the notice of allotment. Retain a copy of the RFA in case of selection to receive an allotment.

6. Instructions for completing the individual application schedules are provided on the following pages. Study these instructions carefully so that you submit accurate and complete information.

7. Pay particular attention to the requirements contained in Schedule #6A and the certifications in Schedule #4B. The signing of Schedule #1—General Information by the applicant indicates acceptance of all requirements described on Schedule #6A as applicable, and that all checked certifications in Schedule #4B are true.

8. Amendments: When amending the application, submit two copies of the amendment with an original signature on each copy of Schedule #1—General Information. Submit an amendment only after the TEA has approved your original application and sent it back to you.
General Instructions for Schedule #1—General Information

Section Number:

1. **Applicant Agency**: Self-explanatory.

2. **Applicant Contact Person**: The applicant contact person should be the superintendent or the superintendent's designee.

3. **Purpose of Application**: Self-explanatory.

4. **Use of Standard Application System**: Self-explanatory.

5. **Program Authority**: This is the program authority under which you are applying for or amending an application for funds.

6. **Index to This Application**:
   
a. You **must** place an X in the new application or amended application column by each schedule submitted to complete the application. Ensure that these schedules are attached to the application. Do not include those schedules that do not apply.

   b. The **amended application column** identifies the schedules that must be returned as part of an amendment. Submit Schedule #1—General Information with an original authorized signature in Section 7 with each amendment. You must place an X in the amended application column next to each schedule being submitted as a part of the amendment. Ensure that all schedules marked as attached are attached. Do not submit any supporting schedules that have no changes in them. Submit only supporting schedules that have been changed in some way from the original application or from the latest approved amended application. Place the sequential number of the amendment on all pages.

7. **Certification and Incorporation**: This section must be signed by a person authorized to legally bind the applicant in a contract. For the TEA to determine which of the copies submitted have original authorized signatures, please sign the required number of copies (minimum of two) with blue ink.

   The signing of Schedule #1—General Information by the applicant indicates acceptance of all requirements described on Schedule #6A, as applicable.
General Instructions for Schedule #4B—Bus Type and Purchase Descriptions

Complete as many of the Priority sections as are applicable.

Priority I Section: Self-Explanatory. Please note that the actual incremental cost of three-point seat belts as part of the total purchase price of the school bus is required. You must include documentation from the bus vendor(s) that reflects the portion of the total bus cost that is a result of installing three-point seat belts on the bus.

Priority II Section: Self-Explanatory. Please note that the actual incremental cost of three-point seat belts as part of the total purchase price of the school bus is required. You must include documentation from the bus vendor(s) that reflects the portion of the total bus cost that is a result of installing three-point seat belts on the bus. Please select the county in which applicable buses will operate from the counties listed. You also must attach a copy of a route description for each route that the applicable buses will travel.

Priority III Section: Self-Explanatory. Please note that the actual incremental cost of three-point seat belts as part of the total purchase price of the school bus is required. You must include documentation from the bus vendor(s) that reflects the portion of the total bus cost that is a result of installing three-point seat belts on the bus. Please identify the county in which applicable buses will operate. You also must attach a copy of a route description for each route that the applicable buses will travel.

General Instructions for Schedule #6A—Provisions and Assurances

1. Carefully review all provisions and assurances included in Schedule #6A as appropriate. Your signature on Schedule #1—General Information indicates that you have read and will comply with all the requirements on these schedules.

2. You must attach a Schedule #6A to each copy of the application. An original signature of the authorized official on Schedule #1 indicates that the administrator has read and will comply with the terms outlined on these schedules. Applications are not eligible to be funded until each copy contains Schedule #6A.

3. Schedule #6A contains the provisions and assurances that are applicable to all school bus seat belt grants.
Part III
Standard Application System (SAS)
Schedule #1—General Information

For TEA Use Only
Adjustments and/or annotations made
on this (page) have been confirmed with
by telephone/fax on _______________________
by ______________________ of TEA.

TEXAS EDUCATION AGENCY
Standard Application System (SAS)
School Bus Seat Belt Grant Program
APPLICATION
SCHEDULE #1—General Information

1. Applicant Agency:
   (District or Charter School Name, Address,
   City, County, State, Zip)

2. Applicant Contact Person:
   (Name, Title, Address if different):
   Phone (       )
   Fax (       )
   Email:

3. Purpose of Application:
   □ Application
   □ Amendment No. __________
   RFA#155-00-11

4. Use of the Standard Application System: This system provides a series of standard schedules to be used as formats by applicants
who apply for funds administered by the Texas Education Agency. If additional clarification is needed, please call
(512) 463-9238.

5. Program Authority: 2010–2011 General Appropriations Act, Article IX, Section 17.14

6. Index to This Application: Place an X in the column next to the schedule(s) being submitted as part of this application or amendment.

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<tbody>
<tr>
<td>1</td>
<td>General Information</td>
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<td>4</td>
<td>Program Abstract</td>
<td></td>
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<tr>
<td>2</td>
<td>Cert. of Projects by More Than One District or Charter School</td>
<td></td>
<td></td>
<td>4A</td>
<td>Debt Description</td>
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<td>3</td>
<td>Budget Summary</td>
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<td>4B</td>
<td>Project Descriptions</td>
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<tr>
<td>3A</td>
<td>Purpose of Amendment</td>
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<td>4C</td>
<td>Allocation of Debt Service</td>
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<td>3B</td>
<td>Support Schedules for—</td>
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<td>4D</td>
<td>Calculation of Weighted Average Maturity</td>
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<td>3C</td>
<td>Payroll Costs 6100</td>
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<td>4E</td>
<td>Refunding Bonds Requirement/Calculation</td>
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<td>3D</td>
<td>Professional and Contracted Services 6200</td>
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<td>5A</td>
<td>(Other Supplemental Schedules Specify)</td>
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<td>3E</td>
<td>Supplies and Materials 6300</td>
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<td>6A</td>
<td>Provisions and Assurances</td>
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<td>3F</td>
<td>Other Operating Costs 6400</td>
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<td>6B</td>
<td>Debarment and Suspension Certification</td>
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<td>3G</td>
<td>Debt Service 6500</td>
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<td>6C</td>
<td>Lobbying Certification</td>
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<td>3H</td>
<td>Capital Outlay 6600 (Excluding of 6619 and 6629)</td>
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<td></td>
<td>6D</td>
<td>Disclosure of Lobbying Activities</td>
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<td>Building Purchase, Construction, or</td>
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<td>6E</td>
<td>Special Provisions and Assurances</td>
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<td>Improvements 6629</td>
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**Certification and Incorporation**

7. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the local education agency named
above has authorized me as its representative to obligate this agency. I further certify that any ensuing program and activity will be conducted in
accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the Provisions and Assurances, Debarment
and Suspension, lobbying requirements, Special Provisions and Assurances, and the schedules attached as applicable. It is understood by the applicant
that this application constitutes an offer and, if accepted by the agency or renegotiated to acceptance, will form a binding agreement.

Typed **Name and Title** of Authorized District or Charter School Official

<table>
<thead>
<tr>
<th>Telephone Number</th>
<th>Date Signed</th>
<th>Original Authorized District or Charter School Official Signature (blue ink preferred)</th>
</tr>
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<tr>
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</table>

Return two sets of the application (or amendment) to —

Texas Education Agency
State Funding Division, Room 6-120
1701 North Congress Avenue
Austin, TX 78701-1494

Rev. 10/14/2010
Schedule #4B—Bus Type and Purchase Descriptions

TEXAS EDUCATION AGENCY
Standard Application System (SAS)
School Bus Seat Belt Grant Program

APPLICATION
SCHEDULE #4B—Bus Type and Purchase Descriptions

Complete as many of the following Priority sections as are applicable. Please note that documentation is required to be submitted with the application and after the application is submitted per each section below. Please refer to the "General Instructions for the Standard Application System" section of the RFA for examples and useful definitions.

This schedule may be reproduced to provide additional space as needed.

Total Grant Amount Requested = $_____

Priority I Placement Criteria:
1. Number of Three-Point Seat Belt School Buses Purchased on or After September 1, 2010, to Date:
   a. Type A: 14–24 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
   b. Type A: 25–33 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
   c. Type A: 34–42 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
2. Number of Three-Point Seat Belt School Buses to Be Purchased by August 31, 2011:
   a. Type A: 14–24 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
   b. Type A: 25–33 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
   c. Type A: 34–42 Passenger: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
3. Number of Three-Point Seat Belt Motorcoaches Purchased on or After September 1, 2010, to Date: @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion
4. Number of Three-Point Seat Belt Motorcoaches to Be Purchased by August 31, 2011 = @ $0,000.00 per Bus for Three-Point Seat Belt Inclusion

Priority I Grant Amount Requested = $_____

Priority II Placement Criteria:
1. Number of Three-Point Seat Belt School Buses Purchased on or After September 1, 2010, to Date: @ $0,000.00 Each
2. Number of Three-Point Seat Belt School Buses to Be Purchased by August 31, 2011 = @ $0,000.00 Each
3. These school buses will be used in one of the following counties:
   [Check all that apply]
   - Bexar
   - Dallas
   - Harris
   - Hidalgo
   - Montgomery
   - Tarrant
   - Travis
4. These school buses will be used on high-speed (55 miles per hour [mph] and higher), two-lane routes: [ ] Yes [ ] No
5. Enter the name/identity of the route that the bus(es) will use. Attach a copy of each route description.
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000

Priority II Grant Amount Requested = $_____

Priority III Placement Criteria:
1. Number of Three-Point Seat Belt School Buses Purchased on or After September 1, 2010, to Date: @ $0,000.00 Each
2. Number of Three-Point Seat Belt School Buses to Be Purchased by August 31, 2011 = @ $0,000.00 Each
3. Name of the County in Which These Buses Will Be Used: _____________________________
4. These school buses will be used on high-speed (55 miles per hour [mph] and higher), two-lane routes: [ ] Yes [ ] No
5. Enter the name/identity of the route that the bus(es) will use. Attach a copy of each route description.
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000
   Route Identity—Speed Limit = 00 mph Linear Density = 0.000

Priority III Grant Amount Requested = $_____

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Note: Purchases of buses with three-point seat belts that occur between September 1, 2010, and August 31, 2011, are eligible for the grant program. Recipients of grant awards under this program must purchase associated buses by August 31, 2011, or recipients must reimburse the grant amount to the TEA.

Proof of purchase documents (invoices, receipts, etc.) of the incremental cost of adding three-point seat belts to buses purchased on or after September 1, 2010, but before submission of the grant application, must be submitted with the application. For applicable buses purchased after the grant application deadline, proof of purchase documents must be submitted to the TEA within 10 days of purchase completion.

Bus-vendor-supplied proof (price/bid quotes, lists, etc.) of the incremental cost of adding three-point seat belts on each applicable bus type must accompany this application for buses that will be purchased after application submission, but before August 31, 2011.

Operational and Policy Assurances and/or Certifications (check all that apply):

- I certify that the buses for which funding is sought under Priority II or III travel routes identified as high risk under the priorities’ respective parameters.
- I certify that the addition of the above buses will not decrease district capacity to provide student transportation, thereby forcing pupils to use alternative transportation.
- I have attached my district's written, board-adopted policy requiring the use of three-point seat belts and the enforcement method of said policy.
- I certify that my district will use human or electric monitoring of seat belt usage. I have attached a copy of the monitoring plan and its estimated cost.
- I certify that my district has implemented a training program that, at a minimum, includes assurances that drivers and students are taught the correct way to use lap/shoulder belts, the consequences of incorrect use, how to buckle and unbuckle the belts, and how to release belts and evacuate in an emergency. I have attached the training program.
- I certify that the buses for which funding is sought under this program are or will be the property of my district or open-enrollment charter school and not the contractor.
- I agree to have the use of buses with three-point seat belts evaluated by the TEA or its designee if my district or open-enrollment charter school receives a grant award under this program.
Statement of provisions and assurances for the allotment in this application:

A. This allotment is provided by the agency subject to the availability of funds appropriated by legislative act for the purposes stated. All amendments and/or extensions or subsequent allotments entered into for the same or continued purposes are executed contingent upon the availability of appropriated funds. No other agreement, written or oral, purporting to alter or amend this allotment shall be valid.

B. The district's or charter school's application, furnished to the agency in response to a request for applications published in the Texas Register, or otherwise furnished by the district or charter school, is incorporated in this document by reference for all necessary purposes. It is specifically provided, however, that the provisions of this document shall prevail in all cases of conflict arising from the terms of the district's or charter school's proposal whether such proposal is a written part of this document or is attached as a separate document.

C. The terms, conditions, and assurances that are stated in the request for application, in response to which the applicant is submitting this application, are incorporated herein by reference for all purposes. The instructions to the Standard Application System are incorporated herein by reference.

D. The applicant certifies that the person signing this application has been properly delegated this authority.

E. In the conduct of the allotment, the district or charter school shall be subject to the laws of the State of Texas governing this allotment. This document constitutes the entire agreement between the agency and the district or charter school for the allotment.

F. Desk reviews or on-site monitoring reviews may be conducted by the agency to determine compliance with the approved application and the applicable statute(s), law(s), regulations, and guidelines.

G. If the district or charter school, in the agency's sole determination, fails or refuses for any reason to perform any of its obligations under this contract, the agency may impose such sanctions as it may deem appropriate. This includes but is not limited to the withholding of payments to the district or charter school until the district or charter school complies; the cancellation, termination, or suspension of this allotment, if imposed, shall become effective at the close of business on the day of the district's or charter school's receipt of written notice thereof from the agency.

H. The district or charter school, to the extent permitted by law, shall hold the agency harmless from and shall indemnify the agency against any and all claims, demands, and causes of action of whatever kind or nature asserted by any third party and occurring or in any way incident to, arising from, or in connection with any acts of the district or charter school, its agents, employees, and subcontractors done in the conduct of the allotment.

I. If the agency determines that the agency is due a refund of money paid to the district or charter school, the district or charter school shall pay the money due to the agency in a manner consistent with the provisions of the laws of the State of Texas and rules of the commissioner of education governing this allotment.

J. The district or charter school shall maintain its records and accounts in a manner that shall assure a full accounting for all funds received and expended by the district or charter school in connection with the allotment. These records and accounts shall be retained by the district or charter school and made available for programmatic or financial audit by the agency and by others authorized by law or regulation to make such an audit for a period of not less than five years from the date of grant award receipt. If an audit has been announced, the records shall be retained until such audit has been completed.

K. The district or charter school certifies that no funds provided under this allotment shall be used to purchase supplies, equipment, or services from any companies found to be guilty of unfair business practices within 12 months from the determination of guilt.

L. The district or charter school certifies that no funds will be used to pay for religious worship, instruction, or proselytization, or for any equipment or supplies for such, or for any construction, remodeling, repair, operation, or maintenance of any facility or part of a facility to be used for religious worship, instruction, or proselytization (34 Code of Federal Regulations, §76.532, and Public Law 107-110, §9505).

The signing of Schedule #1—General Information by applicant indicates acceptance of all requirements described on this schedule.
Final Checklist

School Bus Seat Belt Grant Program

For your use only—Do not forward this checklist with the application.

Please check your application for each of the following:

1. **Correct Preparation**
   Each copy of the application is stapled in the top left corner. Application is not bound or placed in a notebook or folder. No cover page or other divider pages have been placed in the application.

2. **Required Number of Copies**
   Two copies of the completed application are enclosed.

3. **Signatures**
   Both copies of the application have an original signature on Schedule #1 of the district or charter school official authorized to bind the applicant in a contract. (Blue ink is preferred.)

4. **Required Schedules**
   The initial application includes Schedule #1, Schedule #4B, and Schedule #6A. All schedules (in their entirety) have been completed as described in the RFA and included.

5. **County-District Number**
   The county-district number has been written on each schedule of the application and on all supporting documentation.

6. **Schedule #6A**
   The provisions and assurances contained in Schedule #6A have been read carefully and are included in each copy of the application.

Please also note the following:

7. **Submit the Application by 5:00 p.m. (CDT) on or before November 19, 2010, to:**
   State Funding Division, Room 6-120
   Texas Education Agency
   1701 North Congress Avenue
   Austin, TX 78701-1494