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# MEETING NOTICE AND AGENDA

*MEMBER AGENCIES*

- Cities of*
- Carlsbad*
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- and*
- County of San Diego*

*ADVISORY MEMBERS*

- Imperial County*
- California Department of Transportation*
- Metropolitan Transit System*
- North County Transit District*
- United States Department of Defense*
- San Diego Unified Port District*
- San Diego County Water Authority*
- Southern California Tribal Chairmen's Association*
- Mexico*

## SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)

The SSTAC may take action on any item appearing on this agenda.

Wednesday, January 20, 2010

10 a.m. to 12 noon

SANDAG, Conference Room 8B  
 401 B Street, Suite 800  
 San Diego, CA 92101-4231

North County Transit District  
 Videoconference Meeting Room, 2nd Floor  
 810 Mission Avenue  
 Oceanside, CA 92054

Staff Contact: Dan Levy  
 (619) 699-6942  
 dle@sandag.org

## **AGENDA HIGHLIGHTS**

- **JOB ACCESS AND REVERSE COMMUTE, NEW FREEDOM, AND SENIOR MINI-GRANT PROGRAM PERFORMANCE MONITORING**
- **COMPASS CARD UPDATE**

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**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL  
(SSTAC)**

Wednesday, January 20, 2010

<b>ITEM #</b>		<b>RECOMMENDATION</b>
1.	INTRODUCTIONS	
+2.	APPROVAL OF THE MEETING SUMMARY OF NOVEMBER 16, 2009	APPROVE
	The SSTAC is asked to review and approve the November 16, 2009, meeting minutes.	
3.	PUBLIC COMMENT	COMMENT
	Members of the public shall have the opportunity to address the council on any issue within the jurisdiction of the council. Speakers are limited to three minutes each.	
4.	CHAIR'S REPORT AND COUNCIL MEMBER COMMENTS	INFORMATION
	The chair and council members will report on issues of interest to the council.	
5.	STAFF REPORT	INFORMATION
	Staff will report on items of interest to the council.	

**ITEM #****RECOMMENDATION****6. 2010–2014 COORDINATED PLAN  
SURVEY EFFORTS**

DISCUSSION

Staff will discuss a draft survey instrument for review and comment by the SSTAC. The survey is being developed to explore further the unmet transportation needs in the rural areas of San Diego County, which will be incorporated in the 2010–2014 Coordinated Plan update.

**7. AUDIBLE MESSAGING TECHNOLOGY  
STUDY**

DISCUSSION

Staff will report on the status of SANDAG's intent to apply for a California Department of Transportation grant to study audible messaging technologies and discuss with the council opportunities for providing input.

**+8. JOB ACCESS AND REVERSE COMMUTE  
(JARC), NEW FREEDOM, AND SENIOR  
MINI-GRANT PROGRAM  
PERFORMANCE MONITORING**

DISCUSSION

Staff will present and discuss the methods for monitoring the performance of JARC, New Freedom, and *TransNet* Senior Mini-Grant programs.

<b>ITEM #</b>	<b>RECOMMENDATION</b>
9. COMPASS CARD UPDATE	INFORMATION
<p>Staff will present an update on the regionwide implementation of the Compass Card, the new smart card for transit passes.</p>	
10. FORM 700 AND CONFLICT OF INTEREST	INFORMATION
<p>Staff will provide instructions on completing the Form 700-Statement of Economic Interest, and the Declaration Concerning Conflict of Interest form.</p>	
11. FULL ACCESS AND COORDINATED TRANSPORTATION (FACT) UPDATE	INFORMATION
<p>The council will hear a verbal report on the most recent developments of FACT, including the FACT Business Plan.</p>	
12. TRANSIT OPERATORS UPDATE	INFORMATION
<p>Representatives from the Metropolitan Transit System (MTS) and the North County Transit District (NCTD) will provide an update on their financial status, service changes, and any administrative developments.</p>	

**ITEM #****RECOMMENDATION**

13. ADJOURNMENT

ADJOURN

The next SSTAC meeting is scheduled for Monday, March 15, 2010.

+ next to an item indicates an attachment

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL  
(SSTAC)**

January 20, 2010

AGENDA ITEM NO.: 2

**Action Requested: APPROVE**

APPROVAL OF THE MEETING SUMMARY OF NOVEMBER 16,  
2009 File Number 3001100

**November 16, 2009, Attendance:**

<b>NAMES</b>	<b>AGENCY</b>
David Jackson	Citizen Member
Sharlene Ornelas	Citizen Member
Jackson Alexander	Citizen Member
Clive Richard	Citizen Member
Alane Haynes	NCTD
Pete D'Ablaing	SANDAG
Max Calder (Vice Chair)	FACT
Scott Transue	MTS
Oswaldo Perez	SANDAG
Dan Levy	SANDAG
Dillon Miner	SANDAG
Anthony Ferguson	San Diego Regional Center
Beth Butler-Arreola	Deaf Community Services
Lisa Madsen	MTS
Jim Linthicum	SANDAG
Mac McGee	ACT
Bill Olszanicky	NCTD

**1. INTRODUCTIONS**

Max Calder, SSTAC Vice Chair, called the meeting to order and introductions were made.

## **2. APPROVAL OF MEETING SUMMARIES FOR SEPTEMBER 21, 2009, AND OCTOBER 26, 2009**

Sharlene Ornelas, citizen member, noted that Item 13 on the September 21, 2009, meeting minutes (different cost of MTS and NCTD day passes) was addressed and fixed. Ms. Ornelas moved to have the minutes approved as corrected. Jackson Alexander, citizen member, seconded the motion, and it was approved unanimously.

Ms. Ornelas moved to approve the meeting minutes of October 26, 2009, as written. It was approved unanimously.

## **3. PUBLIC COMMENT**

There were no public comments.

## **4. CHAIR'S REPORT AND COUNCIL MEMBER COMMENTS**

Vice Chair Calder asked for updates with the Coordinated Transportation Services Agency. No council member comments.

## **5. STAFF REPORT**

Oswaldo Perez announced that SANDAG is in the process of issuing amendments to the Senior Mini-Grant contracts. The amendment provides detailed language on the mileage reimbursement rate established by the Internal Revenue Service currently at 55 cents per mile, which will cover vehicle expenses fulfilling the obligations of the



contract. This includes any fuel, brakes, tires, maintenance and repairs, insurance, and other related expenses. SANDAG will provide more detailed language to the mileage reimbursement rate. These amendments will be sent out to seven of the Senior Mini-Grant recipients that have a vehicle expense item in their budget.

Mr. Perez noted that there was about \$143,000 currently available for New Freedom in Fiscal Year (FY) 2010 and about \$350,000 available for JARC. Four JARC projects were approved by the SANDAG Board on February 27, 2009. The \$350,000 available for JARC can fully fund the four projects and will finalize contracts once the amount is approved by the Federal Transit Administration (FTA). SANDAG is also waiting for FTA approvals for the unallocated New Freedom funding and additional JARC funding for FY 2010. The contracts for New Freedom projects approved by the SANDAG Board in September 2008 are being finalized.

The City of La Mesa is holding a Transportation and Mobility Exposition on June 17, 2010, at the La Mesa Community Center. The exposition will be three to four hours long and will include about 50 vendors. The first Transportation and Mobility Exposition planning committee meeting was held on November 9. This brainstorming session discussed suggestions for keynote speakers, breakout session themes and facilitators, and a tentative schedule and table arrangement. The rates will be \$35 to \$50 for nonprofits and \$125 for for-profits (\$99 early bird registration) with an additional \$30 for a table with an electrical outlet. Among the topics discussed, there was interest in focusing on a 511 tutorial, the MTS bus and Trolley, MTS access, and Walkable Communities

(Live Well, Walk San Diego). Rural area advocates are encouraged to table. A follow-up planning meeting will be on January 11, 2010, at the La Mesa Community Center.

Ms. Ornelas addressed concern for accessibility, given the difficult terrain from the nearest transit station to the La Mesa Community Center.

Mr. Perez noted that the nearest trolley station is about a half mile from the site of the Transportation and Mobility Exposition.

Vice Chair Calder noted the golf carts planned to be provided for the exposition are not accessible and should not be the only option.

Ms. Ornelas noted that accessible transportation needs to be provided for the Transportation and Mobility Exposition.

Vice Chair Calder suggested the City of La Mesa look into providing an accessible shuttle.

Ms. Ornelas suggested that the City of La Mesa also consider accessible formats other than print for advertisements and marketing.

Mr. Perez and Vice Chair Calder made note of all comments.

Mr. Perez will bring forth the comments and suggestions at the next planning committee meeting and report back to the SSTAC in January.

## 6. SSTAC ROLES AND RESPONSIBILITIES

Dan Levy, SANDAG, highlighted the diagram of SSTAC roles and responsibilities provided on page 16 of the agenda. The responsibilities in the SSTAC charter are reflected in the diagram.

Pete D'Ablaing, SANDAG, asked that any purchases of vehicles by SANDAG be presented to the SSTAC to ensure accessibility because the recent purchases made by MTS are not fully accessible.

Vice Chair Calder responded that the SSTAC only supervises capital acquisitions made by SANDAG. The MTS has its own purchasing power and therefore is not accountable in the same manner.

Ms. Ornelas asked that the MTS bring their vehicle design to the SSTAC before purchasing because of accessibility issues with their new purchases.

Mr. Levy referred to the Accessible Services Advisory Committee (ASAC) meetings by the MTS that are open to public comment where these issues can be addressed.

Ms. Ornelas asked that the SSTAC be informed of coming MTS purchases and agendas that address those purchases. She also requested that ASAC meeting agendas and notices be put online for accessibility.

Vice Chair Calder offered interested persons to address either him or Scott Transue since they are members of the ASAC.

Clive Richard, citizen member, noted that the SSTAC's previous role as the Transit Access Advisory Committee was to review all vehicle designs and feels that the group's charter following the merger impacted the level of involvement in the process. He stated that the SSTAC does not seem to fit the previous role of stock management and collaboration.

Mr. Levy responded that there is no change in how the council influences SANDAG, and that the MTS and NCTD use the ASAC and the Americans With Disabilities Act (ADA) Review Committee for similar purposes now.

Mr. Richard asked whose money was used to purchase the new S70 low-floor trolley vehicles. It appears the contracts were already signed.

Mr. Levy replied that SANDAG money was used to purchase the vehicles.

Jim Linthicum, Director of Engineering at SANDAG, responded that contracts are in place for purchase. The SSTAC will help determine final design for the new vehicles.

Ms. Ornelas expressed concern that minimal changes will be significant. She suggested that lean seats be used to increase access for wheelchairs.

Mr. D'Ablaing said that the contract and design has been made. People well versed in ADA are sent to review design of vehicles and provide input on manufacturing.

Mr. Linthicum suggested that SANDAG ask the MTS when it would be a good time to address ADA, and suggested hosting a meeting to ensure all bases are covered with ADA review. This meeting could involve SSTAC members, SANDAG staff, and representatives from the MTS, ASAC, and NCTD ADA Review Committees. It would address possible gaps in the capital project development process due to consolidation. He also added that he would like to have SSTAC send someone to review the current manufacturing of the new buses.

Vice Chair Calder thanked everyone for their comments and reiterated the need to include a SSTAC member in all stages of development—design, pilot unit, and manufacturing.

Mr. Richard asked that the topic be on the agenda for the December 11 Transportation Committee meeting.

## **7. SSTAC PUBLIC HEARING SUMMARY**

Mr. Perez presented a summary of public comments on the 2009–2013 Coordinated Plan. Changes were made to pages 8-3, 8-4, and 8-6 giving “high priority” to routes with reduced ADA services. Changes were also made to O-21 and O-22 to include Tierrasanta and Carmel Valley. Page P-8 had “multilingual” added to the “community outreach and marketing of services strategy.”

## **8. 2009–2013 COORDINATED PLAN UPDATE**

Mr. Levy stated that there will be a public hearing on December 11, 2009. The Coordinated Plan is up for the

Transportation Committee's approval with anticipated Board approval on December 18.

## **9. SUPERLOOP UPDATE**

Mr. Levy stated that the Superloop buses do not include verbal announcements, but that the future buses may aim to provide both visual and audible cues. SANDAG Legal Counsel determined that verbal announcements are not an ADA requirement for the Superloop.

Mr. Richard asked if this item will be taken to the Transportation Committee.

Mr. Levy replied that it will not.

Alane Haynes, NCTD, stated that the Public Communication Administration requirement indicates that both visual and audio cues are required.

Ms. Ornelas mentioned a recommendation from the September 21 meeting asking for an ADA legal review. She asked what process would be appropriate for recommending to the policy advisory committee that signage goes beyond ADA requirement.

Mr. Richard stated that the new S70s have both visual and auditory announcements, but that the visual does not work well and that there needs to be more follow up when new technology is installed. He also expressed disappointment that the ADA and the legal precedent do

not entirely reflect the moral and logical accessibility needs of the community given the technology that is now available.

Ms. Haynes asked if the SSTAC can address the Transportation Committee in reference to the issue.

Mr. D'Ablaing said that it had already been done.

Mr. Alexander requested that it be noted that this service should be provided.

Ms. Ornelas recommended that SANDAG's services go above the rule of the law and provide this service both for purposes of safety and equality. She also highlighted the difficulty that visually impaired riders have knowing when the schedules change unless there is an audible notification.

Mr. Levy stated that the ADA requires that any audible announcement must have a visual component, but not the other way around. He stated that the ADA may have created the law so that audio announcements would not be required for all signage throughout stations due to the plethora of signage and the lack of capable technology at the time the regulation was written.

Scott Transue, MTS, stated that Regulation 37.167 noted that Braille can meet the audible requirement.

Vice Chair Calder suggested that the comment be added to the January SSTAC agenda. He also offered to help interested individuals develop an opinion statement for the SSTAC to approve in January. The official opinion of

the SSTAC will be put in letter form for request for additional accessible services.

Mr. Richard stated that the ADA requirement is a federal issue and that there needs to be a federal revision to the law.

Vice Chair Calder suggested that there be a federal review of the regulation's intent.

Ms. Haynes asked about the costs of providing audible announcements.

Mr. D'Ablaing stated that SANDAG needs to look into different types of technology and that there is no current price identified.

Vice Chair Calder said that he will review all the input.

## **10. FACT UPDATE**

Vice Chair Calder mentioned the business plan will be distributed at the Board meeting this Wednesday and will go for final approval on December 9. He also noted that a survey released to 86 individuals in Ramona with responses from 35 individuals indicated prioritized weekday service. Currently, FACT is planning to manage trips for Tuesday and Thursday or Monday, Wednesday, and Friday schedules due to a lack of funding.

Ms. Ornelas asked whether this survey was distributed to persons with disabilities.



Vice Chair Calder responded that it was; it had a comprehensive distribution with a focus on seniors. FACT is working with the Union of Pan Asian Communities to improve services to seniors with mental disabilities and to maximize service. He expects a vehicle contract award for three vans in January.

Ms. Ornelas asked which year these grants are from.

Vice Chair Calder responded that they are from various years.

Mr. Perez mentioned that one of the grant recipients is piggybacking off of existing agreement options to procure their vehicle.

## **11. TRANSIT OPERATORS UPDATE**

Denis Desmond, MTS, stated that it recently had a Budget Development Committee meeting since the state unofficially suspended the State Transportation Assistance; sales tax revenue is down 17 percent and there is a \$13 million deficit. Therefore, the MTS must cut \$7 million in services. They have decided to reduce or cut many of the Sunday services since they have the lowest ridership. Stimulus dollars and compressed natural gas tax credits (one time) provide funds for the FY 2010 deficit. There will be a public hearing on December 10, and service reductions will go into effect at the end of February. Any proposals should be brought forth to the public hearing.

Ms. Ornelas asked if service can be provided at a reduced frequency, but not be cut altogether.

Mr. Desmond responded that some services will be cut, others realigned, and the majority will end service at 7 p.m.

Ms. Ornelas expressed concern that persons with disabilities will be stranded due to these changes.

Mr. Desmond responded that the MTS spoke to some of those who are having service cut and have not heard any strong concern yet, but that the MTS depends on public comment to determine the best solution to the deficit.

Mr. Levy stressed that there are no fare changes since fare has already been increased three times in the last two years. He also mentioned that Route 30 will no longer operate to University Town Centre on Sundays.

Mr. Richards said that he is not a fan of fare increases, but is disappointed by the state's lack of care for transit service.

Mr. Transue stated that part of the problem is that the MTS has seen a decrease in ridership.

Dillon Miner, SANDAG, pointed out that the decrease in ridership is likely a result of service cuts that make it inconvenient to use transit, not a decrease in interest. Therefore, only by increasing service intelligently will ridership rise.

Mac McGee, All Congregations Together (ACT), stated that social service transportation by ACT through the Senior Mini-Grant may pick up the dropped riders and help increase social service work. Many of the riders are former MTS Access users or qualify for MTS Access.

Bill Olszanicky, NCTD, said that the NCTD will adopt an area of service definition for required paratransit service under the ¾-mile buffer. Letters were sent out on November 1 stating that as of January 1, 2010, riders outside the buffer will not get service. The agency currently has a \$3 million deficit and is in the middle of a mobility plan. They will be reducing and restructuring service. Their plan will be open for public comment and on January 24, 2010, these changes will be instated.

Ms. Ornelas pointed out that the survey of rider demand only addresses work travel.

Mr. Olszanicky will follow up on comment; he did not know that was the case.

Ms. Ornelas brought up her question from the last SSTAC meeting about service/security animals.

Mr. Levy asserted that animal concerns must be addressed to the ASAC and NCTD ADA Review Committees, not the SSTAC.

## **12. ADJOURNMENT**

Due to the Martin Luther King Jr. holiday, the next SSTAC meeting is scheduled for Wednesday, January 20, 2010.

Key Staff Contact: Dan Levy, (619) 699-6942, dle@sandag.org

**Agency Name**  
**Project Name**  
**Service Type**

Operating Projects

Funding source(s) (select one or more):      Select One: New Freedom  JARC  Senior Mini-Grant

Number of Years in Service	<input type="text" value="0"/>	Fixed Route	
Number of Vehicles in Service	<input type="text" value="0"/>	Route length (in miles)	<input type="text" value="0"/>
Average Number of Seats per Vehicle	<input type="text" value="0"/>	Demand Response Project	
		Service Area Description and Size (in miles)	<input type="text" value="0"/>

Total Number of Vehicle Trips	<input type="text" value="0"/>	JARC Projects	
Vehicle Revenue Hours	<input type="text" value="0"/>	Number of Targeted Jobs	<input type="text" value="0"/>

Total Number of One Way Passenger Trips\*

Operating Cost for Period

Operating Cost/Revenue Hours

Operating Cost/Passenger

Passenger Seat Utilization

\* Trips taken by target population only



## ***GRANT PROGRESS REPORT FORM***

COMPLETED FORMS ARE DUE TO SANDAG WITH EACH INVOICE.

PLEASE SUBMIT TO:

Oswaldo Perez or [grantreports@sandag.org](mailto:grantreports@sandag.org)

Assistant Transit Planner

**SANDAG**

401 B Street, Suite 800

San Diego, CA 92101-4231

<b>SECTION 1: GENERAL INFORMATION</b>	
DATE:	REPORTING PERIOD:
SUBMITTING AGENCY:	POINT OF CONTACT:
PHONE:	E-MAIL:
SERVICE TYPE(S):	
FUNDING SOURCE(S): JARC    NEW FREEDOM    SENIOR MINI-GRANT	
GRANT YEAR(S): 06    07    08    09    10    11	
<b>SECTION 2: PROJECT PROGRESS</b>	
LIST THE WORK TASKS COMPLETED DURING THIS PERIOD:	

LIST THE WORK TASKS SCHEDULED TO BE COMPLETED NEXT PERIOD:

EXPLAIN ANY PROBLEMS OR CHALLENGES ENCOUNTERED DURING THIS PERIOD:

DESCRIBE THE RESOLUTIONS DETERMINED TO ADDRESS ANY PROBLEMS ENCOUNTERED DURING THIS PERIOD:

AMOUNT OF FUNDING SPENT DURING THIS PERIOD:

TOTAL PERCENTAGE OF FUNDING EXPENDED SO FAR:

**SECTION 3: CAPITAL PROJECTS**

DESCRIBE ANY WORK COMPLETED TOWARDS CHANGING INFRASTRUCTURE, TECHNOLOGY, OR VEHICLES:

**SECTION 4: OPERATING PROJECTS**

DESCRIBE ANY CHANGE IN SERVICE (GEOGRAPHIC COVERAGE, SERVICE QUALITY, AND/OR SERVICE TIMES):

ESTIMATE THE ADDITIONAL NUMBER OF JOBS THAT CAN BE ACCESSED AS A RESULT OF SERVICE CHANGES (JARC ONLY):

**SECTION 5: MOBILITY MANAGEMENT**

DESCRIBE ANY EFFORTS TO EXPAND YOUR CUSTOMER BASE/CONTACTS:





EVALUATION – Describe how you have evaluated your project within your agency or organization. Identify relevant performance measures and benchmarks.

ACCOMPLISHMENTS – Highlight your greatest accomplishments. Describe any especially successful or innovative elements.

LESSONS LEARNED – What advice would you give to someone else starting a service like yours? What do you wish you had known when you started the service?

**SECTION 3: DATA REPORTING**

Please fill out the appropriate excel worksheet.

Bill To:  
**San Diego Association of Governments**  
 Attn: Oswaldo Perez  
 401 B Street, Suite 800  
 San Diego, CA 92101  
[grantreports@sandag.org](mailto:grantreports@sandag.org)

Date: Invoice No.:

Remit To:  
**Agency Name**  
 Address Line 2  
 Address Line 2

Contract No.:

Contact Name:  
 Contact Phone No.:  
 Contact E-mail Address:

Select One: New Freedom  JARC  Senior Mini-Grant

	Previous Period-to-Date Expenses				MM/DD/YY to MM/DD/YY				Totals			
	Reimbursed	Match	Fares	Combined	Reimbursable	Match	Fares	Combined	Reimbursable	Match	Fares	Combined
Expense Item #1				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #2				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #3				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #4				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #5				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #6				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #7				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #8				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #9				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Item #10				\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
											Match Percentage of Budget	#DIV/0!
											Percentage of Grant Expended	#DIV/0!

**Project Budget**

	Grant (JARC, NF, SMG)	Match	Fares	Combined
Expense Item #1				\$0.00
Expense Item #2				\$0.00
Expense Item #3				\$0.00
Expense Item #4				\$0.00
Expense Item #5				\$0.00
Expense Item #6				\$0.00
Expense Item #7				\$0.00
Expense Item #8				\$0.00
Expense Item #9				\$0.00
Expense Item #10				\$0.00
<b>TOTAL</b>	\$0.00	\$0.00	\$0.00	\$0.00

I certify that the above expenses were in accordance with the above mentioned contract and were allowable, necessary, and reasonable for the project.

\_\_\_\_\_  
 Signer's Name, Title