

*Webb County C.A.A.,  
El Aguila Rural Transportation*  
**Letter of Intent to Apply**

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Date: 11/14/2018

Honorable Tano Tijerina  
Webb County Judge  
Webb County Courthouse  
1000 Houston Street (3<sup>rd</sup> Floor)  
Laredo, Texas 78040

Re: Letter of Intent to apply for “ FY 2018 - 2019 5339 BBF Discretionary Grant ”

Dear Judge Tijerina:

In accordance with the Webb County Single Point of Contact (SPOC) Policy and Procedures, please accept this “Letter of Intent to Apply” for grant funds under Webb County C.A.A. El Aguila Rural Transportation. Webb County El Aguila requests authorization to apply for a grant of \$ 84,000.00 from The Texas Department of Transportation. Your favorable review of the following information required under the SPOC policy and authorization to develop and submit the grant proposal shall be appreciated.

**General Information:**

- A. Project Title: 5339 BBF Discretionary Grant
- B. Project Description: Grant funded agency which provides residents in the rural areas of Webb County access to transportation using fixed routes and demand response services.
- C. Contact Person: Robert Martinez Jr.
- D. Department/Office Telephone number: (956) 722-6100
- E. All departments that request grant application authorization from the County Commissioner’s Court are required to participate in the County Biometric Time Clock Plus system in order to ensure compliance with existing County policy. Please acknowledge compliance with the signature of the designated Contact Person:

\_\_\_\_\_  
*Contact Person/Signature*

- |                         |                   |            |
|-------------------------|-------------------|------------|
| F. Project Time Frames: | Start Date:       | 03/01/2019 |
|                         | Ending Date :     | 08/31/2020 |
|                         | Project Duration: | 18 months  |

- G. Project Area: Services will be provided to the rural areas from Highway 359 to the towns of Mirando, Oilton and Bruni as well as along South Highway 83 making stops in Rio Bravo and El Cenizo, Texas.

**Project Analysis:**

- 1) What County needs, services or problems will be addressed by this project? Discretionary grant will be used to purchase new bus and replace an older unit.
- 2) What is the grant matching amount of local funds or in-kind that will be proposed? Please identify specific sources of funds.  
No County Match needed for this grant. TX DOT will provide TDC's for this grant, meaning that we will be able to purchase a vehicle with 100% federal funding.
- 3) Will this proposed project add cost, services or any financial responsibility to the County's General Fund after the project ends? Please explain.  
NO
- 4) Will this project add employees to the county payroll if and when the grant is terminated? Please explain.  
NO
- 5) What are the operating and maintenance costs of the grant funded project activities that will be funded by the county?  
None
- 6) How many citizens will be served and in what way? Please explain.  
New bus could potentially serve approximately 11,000 residents of rural Webb County who will receive transportation services to gain easier access to their job sites, education, health care etc.
- 7) Is a complete copy of the grant application going to be submitted to the Economic Development Department which includes Project Narratives, Performance Statement, Budget and Budget Narratives? If not provided at submission of the Letter of Intent, then will it be submitted at time that the application is due with the grant agency? Please explain.  
Supporting documentation will be submitted at the time the application is due to the grant agency.
- 8) Please provide the name of the department representative responsible for providing the Economic Development staff with the copy of the submitted grant application.  
Robert Martinez Jr.

**Financial Analysis**

A. Type of Request: Grant ( X )    Loan ( )    Combination ( )  
Amount of Request: \$ 84,000.00  
Amount of Cash Match/In-Kind \$ 0.00  
Total Project Costs: \$ 84,000.00  
New ( X )    Continuation ( )  
Funding Agency: Texas Department of Transportation

B. Is there any assurance that the grant will be continued/refunded by the funding agency? Please explain.  
n/a

C. What wording or commitments will be included in the grant application for 'continuity of activities', 'project sustainability plan' or 'funding of activities' after the grant has ended? Please explain in detail.  
n/a

**For Economic Development Department Office Use Only:**

**IV. APPLICATION REVIEW COMMENTS**

A. STAFF COMMENTS :

Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_