

# Taxicab, Livery, and Hackney Transportation Partnership Grants Application

The Metropolitan Area Planning Council (MAPC), in partnership with MassDevelopment, has developed this state-wide grant program to provide funding for state and municipal agencies that coordinate transportation services, regional transit authorities (RTAs), eligible non-profits, and Health and Human Services (HHS) providers to contract with taxicab, livery, or hackney businesses for transportation and delivery needs.

The grant program will support new public transportation and non-emergency medical transportation (NEMT) initiatives that can be served by taxi, livery, or hackney businesses. The grant funds are made available by this Notice of Grant Opportunity (NGO) to eligible parties statewide with a requirement that 95% of the funds be passed through to the taxi, livery, or hackney businesses themselves in the form of reimbursements based on successful completion of project milestones. The grant awardees may be allowed up to five percent of their grant request for documented new administrative expenses associated with overseeing the grant. Individual grant awards will not exceed \$250,000.

This grant is being funded through a portion of the MassDevelopment Transportation Infrastructure Enhancement Fund (TIEF) collected from calendar years 2017, 2018, and 2019. The purpose of the fund is to provide financial assistance to businesses operating in the taxicab, livery, or hackney industries to encourage the adoption of new technologies and advanced service, safety and operational capabilities and support workforce development. All such services will be provided by taxi, livery, or hackney drivers, consistent with statutory requirements of TIEF. Grants will be issued to expand transportation service capacity through contracts with licensed and non-debarred taxi, hackney, or livery businesses only. **Recipients of the Urgent grant program are eligible to apply for the grant opportunity.** Under the TIEF statutory requirements, **neither Transportation Network Companies (TNCs) nor ambulance operations are eligible for consideration under this grant program.**

Specifically, the grant program goals include:

- Increasing availability of wheelchair-accessible vehicles (WAVs).
- Encouraging and supporting racial equity and diversity in the taxi and livery industry.
- Providing service in transit-isolated areas.
- Providing first mile/last mile connections to/from public transit stations.
- Supporting RTA, municipal, or health agency transportation operations.
- Improving non-emergency medical transportation (NEMT) services.
- Meeting other transportation needs of cities, towns, and non-profit organizations.

This grant program is not prescriptive about the specific populations or types of trips that can be used with this grant funding, however we encourage grant applicants to prioritize vulnerable populations and trips that help address the current COVID-19 emergency in the Commonwealth.

All grant awardees shall follow and require that drivers follow the Center For Disease Control guidance document “What Ride Share, Taxi, Limo, and Other Passenger Drivers – For-Hire Need to Know About COVID-19”. The current version of the Guidance is attached to this Application Form and it can be found online at: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/rideshare-drivers-for-hire.html>

**Please note that this CDC Guidance document may be updated. It will be the grantees’ responsibility to ensure that they are following the most updated guidance.**

**Please note that this grant should supplement, not replace, other emergency funds, including FEMA funds. If your municipality or agency secures FEMA or other emergency funding sources specifically to cover the costs of these trips, reimbursement of these MassDevelopment grant funds is expected.**

Questions about this application should be directed to  
**Travis Pollack** at [tpollack@mapc.org](mailto:tpollack@mapc.org) or  
**Marah Holland** at [mholland@mapc.org](mailto:mholland@mapc.org).

**Please read the full instructions, the Notice of Grant Opportunity, and any addenda or the FAQs before beginning this application. Please visit this [page](#) for updates on this grant program and [here](#) for updates on this Notice of Grant Opportunity.**

**Step 1 – Eligible entity**

Identify as a state or municipal agency, regional transit authority (RTA), Health and Human Services (HHS) provider, or non-profit.

- State or Local Agency
- Regional transit authority
- Health and Human Service (HHS) providers (*Ex: doctors' offices, health clinics, hospitals, community health centers*)
- Non-Profit (must be a 501(c) (3) organization)
- Other (please describe):

**Step 2 – Name of Entity** applying (Full Legal Name)
**Step 3 – Contact Information**

Include the contact's name, title, phone number, and email. This should be the person who can be reached if there are questions about your grant application. If your organization or agency has a Federal or State identification number, please include that as well.

Name:

Title:

Phone:

Email:

Federal/ State ID:

**Step 4 – Grant Contract Signatory**

Identify the person who would sign a grant contract if grant awarded.

Name:

Title:

Phone:

Email:

**Step 5 – Address to Send Grant Check**

List the recipient and the full mailing address to send check if grant awarded.

Name:

Street Address:

City/Town:

Zip Code:

## Step 6 – Partnerships

The program is eligible for grantees who will enter into contracts or agreements with taxicab, livery, or hackney companies for transportation or delivery services. The program aims both to support the taxi, livery, hackney industry and to use their services to support local transportation needs. Please indicate which taxi, livery, or hackney companies you will contract with and whether you have an existing contract/agreement or partnership with them that could be used or amended, or whether you will enter into new agreements or contracts.

- Will enter into new contract or agreement with taxicab, livery, or hackney company
- Have existing contract or agreement with taxicab, livery, or hackney company that can be used to provide trips described in the proposed program
- Have existing contract or agreement with taxicab, livery, or hackney company that can be amended to provide trips described in the proposed program

**Enter the contact information for the taxicab, livery, or hackney companies**  
(Please enter a complete address including city and zip code):

Company Legal Name:

Contact Name:

Address:

Phone:

Email:

Is this company currently registered to do business in Massachusetts?

(Check here: <https://corp.sec.state.ma.us/corpweb/CorpSearch/CorpSearch.aspx>)

- Yes                       No                       Unknown

Is this company currently debarred in Massachusetts?

(Check here: <https://www.mass.gov/service-details/vendor-debarment>)

- Yes                       No                       Unknown

Does this company have wheelchair accessible vehicles?

- Yes                       No                       Unknown

Is the company certified with the Supplier Diversity Office?

- Yes                       In progress of certification
- No                       Unknown

**Enter the contact information for the taxicab, livery, or hackney companies  
(Please enter a complete address including city and zip code):**

Company Legal Name:

Contact Name:

Address:

Phone:

Email:

Is this company currently registered to do business in Massachusetts?  
(Check here: <https://corp.sec.state.ma.us/corpweb/CorpSearch/CorpSearch.aspx>)

Yes                       No                       Unknown

Is this company currently debarred in Massachusetts?  
(Check here: <https://www.mass.gov/service-details/vendor-debarment>)

Yes                       No                       Unknown

Does this company have wheelchair accessible vehicles?

Yes                       No                       Unknown

Is the company certified with the Supplier Diversity Office?

Yes                       In progress of certification

No                       Unknown

**If needed, enter the contact information of other taxi/livery/hackney companies here:**

*Please note that the Massachusetts Operational Services Division's Supplier Diversity Office certifies companies as Massachusetts Minority Business Enterprises (MBE), Women Business Enterprises (WBE), Veteran Business Enterprises (VBE), and Portuguese Business Enterprises (PBE). If you would like to apply for a free certification, you can find more information here: <https://www.mass.gov/how-to/apply-for-diversity-certification-as-a-massachusetts-based-business>. Here you can find a full list of certified businesses in the Commonwealth: <https://www.sdo.osd.state.ma.us/BusinessDirectory/BusinessDirectory.aspx>*

**Step 7 – Grant Amount Requested**

Please enter an amount. \$

**Step 8 – Program Description**

Describe the proposed program to provide transportation or deliveries, including the populations and types of trips to be targeted by the program and the geographical area. If possible, document any needs analysis completed or data compiled to show the need for your program. Describe how the proposed program will meet those needs. Please also include how you will accommodate clients with mobility challenges or disabilities. (We do not expect that you will have an exhaustive needs analysis. We just want to understand why the program is needed, and to understand the population to be served.)

**Limit to 500 words.**

**Step 9 – Safety Measures**

Briefly describe all safety measures that would be implemented to protect both drivers and passengers against even an unknown risk of transmission of COVID-19. **Limit to 200 words.**

**Step 10 – Transit Coordination**

Briefly describe how you will ensure the taxi/livery trips will supplement and not replace current public transit services offered in your area. **Limit to 350 words.**

**Step 11 – Trip Request/Dispatch**

Describe how individuals will request trips and how they will be dispatched to taxi/livery companies.

**Limit to 200 words.**

**Step 12 – Project Budget**

Provide a realistic project budget estimate. Include breakdown of amount requested by activity/task, total number of trips, number of trips per week/month, cost per trip, breakdown of cost per trip. If possible, please include information on any fare structure including special fares. Attach spreadsheets or other files if needed. (Again, we are not expecting you will have an exhaustive budget, but we must see the main categories of expenditures, to whom funds will be distributed, and for what purposes).

**Limit to 350 words.**

**Step 13 – Project Timeline and Reporting**

Provide a summary timeline for the proposed project. Note projects must be completed before or by December 31, 2021. Briefly describe when your program will start and end, when you expect to hit major milestones, and how you will maintain records for reporting at the end of the grant, including total number of trips, trip purpose, and costs. **Limit to 250 words.**