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Michigan Department
of Transportation
1797 (09/2025)

RURAL TASK FORCE DATA SHEET TRANSIT JOB

INSTRUCTIONS: Submit completed form to the Rural Task Force and a copy to your OPT Project Manager for each job.

ALL ITEMS MUST BE COMPLETED

NEW JOB OR		JOB CHANGE	JOB NUMBER	CHANGE TYPE FY COST SCOPE MULTIPLE WORK DESCRIPTION DELETE MOVE TO ILLUSTRATIVE	
FISCAL YEAR		COUNTY	TRANSIT AGENCY - LEGAL NAME		
AGENCY ADDRESS				CITY	ZIP CODE

REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTI MODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)	TEMPLATE TRANSIT - STIP - RURAL - FLEX
TEMPLATE BOUNDARY			
MAJOR ROUTE REPORT TRANSIT CAPITAL		PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE
Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years. Choose Transit Capital GPA.			
SCOPE CODE		TRANSIT FLEX CATEGORY 5310 5311	MDOT OBLIGATION YES
JOB COST 1) STBG 2) STATE CTF 3) LOCAL FUNDING (Part of 20% match) SUBTOTAL: 4) OTHER LOCAL FUNDING (Not part of 20% match) TOTAL JOB COST:		JOB DESCRIPTION (REPORT) DETAILED JOB DESCRIPTION(S) If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple job descriptions are used, the agency must specify the job description, detailed work description, and dollar amount for each listed project.	
OPT PROJECT MANAGER NAME			
SUBMITTED BY (Please print)		TITLE	DATE
SIGNATURE			PHONE NUMBER