

Training & Technical Assistance

INDIANA RURAL TECHNICAL ASSISTANCE PROGRAM (RTAP)

INDIANA DEPARTMENT OF TRANSPORTATION (INDOT)

Since 2005 RLS & Associates, Inc. has administered the Indiana Rural Transit Assistance Program (Indiana RTAP) on behalf of the Indiana Department of Transportation providing technical assistance and program management services. The scope of services includes:

Providing technical assistance to agencies that provide public and specialized transportation including (but not limited to):

- ◆ Writing and distributing the Indiana Dispatch newsletter;
- ◆ Maintaining the RTAP internet web-sit;
- ◆ Maintaining the RTAP 1-800 hot line for technical assistance;
- ◆ Preparing and maintaining information packets regarding public & specialized transportation;
- ◆ Providing timely, informative responses to technical assistance request; and
- ◆ Reviewing Section 5310 and Section 5311 grant applications.

Providing technical assistance to agencies regarding the Indiana drug and alcohol program including (but not limited to);

- ◆ Providing grantees with technical assistance with the drug & alcohol program;
- ◆ Collecting, reviewing, and submitting reports, as necessary, to satisfy all FTA regulations;
- ◆ Conducting drug and alcohol compliance reviews for Section 5311 grantees;
- ◆ Monitoring testing facilities; and
- ◆ Submitting state reports to FTA.

Providing training to agencies that provide public and specialized transportation including (but not limited to):

- ◆ Developing and maintaining brochures and training resource list;
- ◆ Maintaining a transportation resource library and training videos;
- ◆ Providing scholarships to transit professionals to attend trainings; and
- ◆ Providing on-site training courses which include but are not limited to:
 - ◆ Indiana Driver Training;
 - ◆ Passenger Assistance Techniques;
 - ◆ Defense Driving;
 - ◆ Emergency Procedures;
 - ◆ Fire Safety;
 - ◆ Vehicle Evacuation;

- ◆ Dealing w/difficult people;
- ◆ Drivers in De-Stress;
- ◆ Preventative Maintenance; and
- ◆ Scheduling and Dispatching.

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