

Proposed Changes to the National Transit Database (NTD) Reporting Requirements

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Proposed Change	Description	Impacted Reporters ¹
Separation of Passenger-Paid Fares and Organization-Paid Fares	Currently, passenger fares captures both categories and does not distinguish between standard paid fare methods and less direct fares (e.g., senior center pays a transit agency to provide fare-free service to senior citizens). FTA proposes the separation of Passenger Fares into two categories: Passenger Paid-Fares and Organization-Paid Fares.	Small Systems & Full Reporters
Enhanced Auditor's Review	Currently, full system reporters undergo a one-time auditor's review at the commencement of reporting. FTA proposes that Reduced Reporters be required to undergo this review and all NTD reporters be required to undergo a new review once every ten years.	Small Systems & Full Reporters
Reorganization of B-30 Contractual Relationship Form	Currently, the B-30 form requires counterintuitive calculations and data reporting in fields with difficult names to understand. FTA proposes three different versions of this form, customized based on whether the fare revenues are retained by the contractor or reporter, and whether the purchased transportation mode is Vanpool. These customized forms will reduce confusion regarding the calculations performed to report data in this form.	Small Systems & Full Reporters
Revised APC Certification Policy	Automatic passenger counters in use by transit agencies to collect UP1 and PM1 data are required to be approved by FTA prior to their use. The requirements include the certification of an APC benchmarking plan and an APC maintenance plan. FTA proposes to eliminate the full year comparison of manual and APC counts and replace it with a comprehensive comparison with a smaller number of trips. It is also proposing to eliminate the maintenance plan with a repetition of the benchmarking test in fiscal years that are divisible by 3.	Small Systems & Full Reporters
Separation of Paid Absences from Fringe Benefits	Currently, the NTD Fringe Benefits category includes employee's paid absences. FTA proposes the creation of a new category "Paid Absences." This category would also be further divided between operators and non-operators.	Full Reporter
Consolidation of Casualty and Liability Costs under General Administration Function	Currently, "Casualty and Liability Costs" are captured under Vehicle Maintenance, Non-Vehicle Maintenance, and General Administration functions. FTA proposes that reporters consolidate all "Casualty and Liability Costs" under the General Administration function.	Full Reporter
Addition of Voluntary Non-Exchange Transactions	Currently, there is no guidance on reporting transactions in which an agency does not receive equal return for what it provides. FTA proposes adding revenue and expense fields for "Voluntary Non-Exchange Transactions" on the F-10 Sources of Funds: Non-Added Revenue and F-40 Operating Expenses Summary and Reconciling Items forms. This addition would serve as a reconciling item expense for the reporter providing the asset, while the receiving reporter would record its value as non-added revenue.	Full Reporter
Addition of Sales and Disposals of Assets	Currently, funds received from selling or disposing of capital assets are included in directly generated funds. FTA proposes to add "Sales and Disposals of Assets" under Non-Added Revenues on the F-10 Sources of Funds to capture funds earned from sales and disposals of assets.	Full Reporter
Simplification of State Fund Reporting	Currently, transit agencies are required to report funds such as fuel taxes, income taxes, and vehicle registration fees. FTA proposes a consolidation of all Dedicated Funds and Other Funds under the State section on the F-10 Sources of Funds form into a single category called "State Transportation Funds." This consolidation will reduce inaccurate and inconsistent data by simply determining whether state funding comes from the General or Transportation Fund.	Full Reporter
Separation of Operators' and Non-Operators' Work Hours and Counts	Currently, the F-30 Operating Expenses form collects data on salaries and wages for operators and non-operators separately. On the R-10 Employees form, data on hours worked and employee counts are reported all together. FTA proposes that data collected on hours worked and employee counts for operators and non-operators be collected separately.	Full Reporter

¹ Both the small systems and full reporters receive urbanized area formula funding. Small systems reporters operate 30 or fewer vehicles in peak service across all modes and types of service while full reporters operate more than 30 vehicles in peak service across all modes and types of service.