

# DEPARTMENT OF TRANSPORTATION

## Subtitle 06 MARYLAND TRANSIT ADMINISTRATION

### ***11.06.05 Baltimore City — Transit Services for Public School Students***

*Authority: Transportation Article, §7-710, Annotated Code of Maryland*

#### **Notice of Proposed Action**

[22-274-P]

The Maryland Department of Transportation proposes to adopt new Regulations **.01—.05** under **COMAR 11.06.05 Baltimore City — Transit Services for Public School Students**.

#### ***.01 Scope.***

*This chapter governs the distribution of fare products to any eligible Baltimore City Public School System (BCPS) student and youth worker in the Baltimore City YouthWorks program.*

#### ***.02 Definitions.***

*A. In this chapter, the following terms have the meaning indicated.*

*B. Terms Defined.*

*(1) “Administration” means Maryland Transit Administration of the Department of Transportation, established pursuant to Transportation Article, §7-201, Annotated Code of Maryland.*

*(2) “BCPS” means Baltimore City Public School System.*

*(3) “Eligible individual” means an individual enrolled and actively attending as a student in BCPS or enrolled and actively attending as a youth worker in the Mayor’s Office of Employment Development YouthWorks program, and who qualifies for student fares under this chapter.*

*(4) “YouthWorks” means the YouthWorks summer job program managed by the Baltimore City Mayor’s Office of Employment Development.*

#### ***.03 Baltimore City Public Schools.***

*A. BCPS shall submit to the Administration by May 31 each year a Complimentary Pass Application Form provided by the Administration, which shall include the following information:*

*(1) Organization name, organization requestor, telephone number, primary email address, and contact individual; and*

*(2) Program start and ending dates, school calendar, and eligibility list, along with type of pass and total quantity requested.*

*B. BCPS shall maintain an accurate, timely, and complete listing of all eligible individuals receiving the Administration pass products.*

*C. The Administration shall provide Complimentary Passes for BCPS students for use between the hours of 5 a.m. and 8 p.m. on days when school is in session, and for school-related or educational extracurricular activities on and off campus.*

*D. BCPS shall make every effort to notify the Administration when a student has ceased enrollment with BCPS, or to report a lost or stolen pass in a timely manner, so appropriate administrative action can be taken to deactivate the pass.*

*E. BCPS shall submit an eligibility list to the Administration for verification of students utilizing the fare products by October 31 and April 30 each year.*

#### ***.04 YouthWorks Summer Job Program.***

*A. YouthWorks shall submit to the Administration a Complimentary Pass Application Form provided by the Administration, which shall include the following information:*

*(1) Organization name, organization requestor, telephone number, primary email address, and contact individual; and*

*(2) Program start and ending date, along with type of pass and total quantity requested.*

*B. YouthWorks shall maintain accurate, timely, and complete listing of all eligible individuals receiving the Administration pass products.*

*C. The Administration shall provide Complimentary Passes for YouthWorks workers during the YouthWorks summer job period and for purposes of engaging in YouthWorks-related activities.*

*D. If a YouthWorks worker ceases enrollment or attendance, the Mayor’s Office of Employment Development shall notify the Administration within 3 business days so appropriate administrative action can be taken to deactivate the pass.*

*E. The Administration or its designee may conduct periodic verifications of YouthWorks’ enrollment information as it pertains to distribution of fare products with 30 days notice.*

#### ***.05 Payment.***

*The Administration may not collect any fees or reimbursement from BCPS or YouthWorks for passes or services provided.*

HOLLY T. ARNOLD

Administrator

Maryland Transit Administration