**ATTACHMENT 6.E**

Place on agency letter head and have signed by agency official authorized to sign agency grant agreements.

Name of Agency 5310 Disposition Policy

(Name of Agency) accepts the following useful life spans for vehicles and/or equipment it acquires with Federal (and/or State) 5310 funds and will work to ensure that these useful life criteria are met or exceeded:

* Vans and sedans; at least four years in service and accumulation of at least 150,000 miles.
* Small size light-duty buses (under 30 feet in length); at least six years in service and acumination of at least 200,000 miles.
* Medium size medium-duty buses (under 30 feet in length); at least eight years in service and acumination of at least 250,000 miles.
* Useful life for any equipment bought with Federal and/or State funds will be determined at the time of procurement with MTA approval. Name of Agency will abide by this useful life determination.

Under extraordinary circumstances, vehicles/equipment may be replaced prior to the end of their normal useful life and (Name of Agency) will provide detailed justification to the Maryland Transit Administration (MTA) under such circumstances.

Name of Agency will secure the MTA’s approval prior to seeking the disposal of any 5310 funded vehicles and/or equipment and the (Name of Agency) will dispose of the property according to its internal disposal procedures noted below: (please inset here your agencies method for disposing of agency equipment or vehicle)

Any disposal proceeds exceeding $5,000 received from the sale of any single 5310 funded vehicle or piece of equipment will be returned to the MTA/FTA in a proportional amount equal to the item’s original funded shares.

Proceeds from the sale of any vehicles or equipment less than $5,000 may be utilized in (Agency’s Name) transportation budget toward the future purchase of vehicles or equipment. Disposal proceeds MAY NOT be used for local match for any subsequent grant.

The first $100 of the proceeds may be retained to cover administrative expenses. Upon completion of the sale, (Name of Agency) will provide the MTA with sales receipt information and indicate what capital transportation item (vehicles or equipment) they intend to purchase with the remaining proceeds. (Name of Agency) agrees to return any unused sale proceeds to the MTA.

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MTA Form 6.E Equipment Disposal Template 9/30/16