

## UTAH TRANSIT AUTHORITY POLICY

### UTA.02.15

#### VEHICLE DONATIONS

1) Purpose

The purpose of this policy is to provide guidance for the donation of Utah Transit Authority (UTA) Surplus Vehicles to Qualifying Organizations.

2) Definitions

“*Surplus Vehicle*” means a car, truck, van, paratransit vehicle, bus, or rail vehicle that has reached its useful life as determined by the Federal Transit Administration, has been retired from service at UTA, and would normally be sold at auction.

“*Qualifying Organization*” means a Utah non-profit organization with 501(c)3 tax status, a government agency, an educational institution that teaches diesel mechanics or automotive mechanics, or a business under contractual obligation to provide transportation services to UTA and with whom UTA has agreed to provide such vehicles.

3) Policy

A. UTA may donate Surplus Vehicles to Qualifying Organizations which are:

1. Promoting group transportation,
2. Encouraging education in mechanics, or
3. Engaged in public safety.

B. No more than three Surplus Vehicles may be donated to a Qualifying Organization over a three-year period.

C. Qualifying Organization must:

1. Make a request for a Surplus Vehicle donation in writing.
2. Be current on all of its obligations to UTA.
3. Accept a Surplus Vehicle “as is” and sign a waiver stating that UTA will not be held liable for the Surplus Vehicle once the Qualifying Organization has taken possession of it.
4. Be responsible for all licensing, permits, and insurance of the Surplus Vehicle upon taking possession of, or receiving title to, the Surplus Vehicle, whichever occurs first.

D. The Chief Financial Officer will administer the vehicle donation policy.

4) Review

This policy will be reviewed every four years.

5) Cross-References

- UTA.06.03 Capital Assets
- UTA.06.04 Non-Revenue Vehicle Fleet
- 2.1.3.1 - Asset Recordkeeping and Continuing Control

- FTA Circular 5010.1F Award Management Requirements Circular

This UTA Policy was reviewed by UTA’s Chief Financial Officer on 03/03/2026, and approved by the Executive Director on \_\_\_\_\_. This policy takes effect on the latter date.

\_\_\_\_\_  
Jay Fox  
Executive Director

Approved as to form and content:

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Counsel for the Authority

History

Date	Action	Custodian
05/02/2013	Adopted Corporate Policy No. 2.1.6	
05/16/2016	Revised	
02/26/2020	Revised and renumbered to UTA Policy 2.1.1	Chief Finance Financial Officer
	Board Reviewed – UTA.02.15 Vehicle Donations	Chief Financial Officer
	Revised and Renumbered – UTA.02.15 Vehicle Donations	Chief Financial Officer