

Federal Transit Administration: Section 5310

Enhanced Mobility of Seniors and Individuals with Disabilities

Call for Projects

Fiscal Year 2018



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About the Grant Program

The Federal government, through the Federal Transit Administration (FTA), provides financial assistance to develop new transit systems and to improve, maintain, and operate existing systems.

The FTA Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) program is intended to enhance mobility for seniors and person with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

The Capital Area Metropolitan Planning Organization is soliciting project proposals for these grant programs within the Austin Urbanized Area. This competitive project selection process will award Federal funding that was apportioned under the FAST (Fixing America's Surface Transportation) Act.

Funding Information	
Funding Type	Amount Available FY 2018
Traditional Section 5310 Projects	\$527,294.00
Other Section 5310 Projects	\$314,958.00
Total Available	\$842,252.00

Who Can Apply

“Traditional” Capital Projects

- A private nonprofit organization
- A state or local governmental authority that is approved by the state to coordinate services for seniors and individuals with disabilities
- A state or local governmental authority that certifies that there are no nonprofit organizations readily available in the area to provide the service

“Other” Capital and Operating Expenses

- A state or local government authority
- A private nonprofit organization
- An operator of public transportation that receives a Section 5310 grant indirectly through a recipient

Applicants are strongly encouraged to review the Federal Transit Administration information linked in the application to determine eligibility and compliance with federal funding guidelines.

Grant Administration and Program Requirements

The Capital Metropolitan Transportation Authority (Capital Metro) serves as the designated recipient for FTA Section 5310 Funds in the Austin Urbanized Area. Successful applicants will enter into a grant agreement with Capital Metro and will become subrecipients for these funds. The grant agreement will provide for additional requirements related to project administration and reporting.

Successful recipients are strongly encouraged to expend all funds as soon as possible by the end of fiscal year 2021. The grant agreement with Capital Metro may specify additional deadlines for expenditure of the funds in order to ensure that timely progress is made.

There are numerous Federal provisions that projects and agencies are required to comply with in order to receive funding from the Federal Transit Administration (FTA). Those requirements will vary depending on the funding for which applicants apply, the type of project proposed, the type of agency that is applying for the funding, and other factors.

Because Federal requirements may impact the scope and cost of your project, applicants are encouraged to familiarize themselves with the requirements that apply to their respective projects while developing their grant applications.

Links to Federal Transit Administration Guidance on requirements can be found under section – Additional Resources as well as the the application.

General Eligibility Requirements

All Projects

- Project must serve the Austin Urbanized Area (*see Urbanized Area Map*)
- Sponsor and project operator must be able to certify that they meet all related FTA requirements
- Proposal must meet a minimum award threshold of \$50,000.00
- Project must be consistent with the strategies and goals outlined in the Capital Area's *Coordinated Public Transit-Health and Human Services Transportation Plan*

“Traditional” Capital Projects

Traditional capital projects are those projects that support public transportation needs for seniors and individuals with disabilities where public transportation is insufficient, inappropriate, or unavailable.

“Other” Eligible Capital and Operating Expenses

“Other” eligible capital and operating expenses are public transportation projects that:

- Exceed the requirements of the ADA
- Improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit
- Provide alternatives to public transportation that assist seniors and individuals with disabilities

A complete list of eligible activities and descriptions from the Federal Transit Administration can be found under Eligible Activities or the FTA Guidance linked under Additional Resources.

Funding and Match Requirements

- The project sponsor must have sufficient funding to carry out the project—grant payments are issued as reimbursements for eligible expenses and project deliverables.
- These programs require local match funding. The applicant will be required to identify local match funding of at least 20% of the total project cost for capital projects, and at least 50% of the total project cost for eligible transportation operating expenses.
- The local match may be met using additional federal funding, however the funding must come from a source which is not administered through the US Department of Transportation (USDOT).

Project Call Timeline

Date	Milestone
August 29, 2018	Call for Projects: Issued
September 12, 2018	Informational Webinar at 10:00 p.m.
September 28, 2018	Applications Due by 5:00 p.m.
	Technical Review and Scoring of Applications
October 15, 2018	Public Hearing at CAMPO Transportation Policy Board
October 22, 2018*	Recommendation of projects by CAMPO Technical Advisory Committee
November 5, 2018*	Consideration of project awards by CAMPO Transportation Policy Board

*Dates subject to Transportation Policy Board meeting schedule.

Submission Deadlines and Application Requirements

Applicants must complete an online application with the requested information by the date noted below in order to be considered for funding. Additional information and guidance is provided in the application which can be located at www.campotexas.org

Application Form

- a)** General Information
- b)** Organization Information
- c)** Project Information
- d)** Finance Information
- e)** RTCC Plan Goals
- f)** FTA Goals
- g)** Additional Information
- h)** Certification and Submittal

Additional Application Materials

- a)** Letters of Support/Commitment: Attach letters of support or commitment from project sponsor(s). Letters from sponsors should indicate their level of commitment, implementation role, and whether they have approved any funding resources or staffing for the project.
- b)** Additional Supporting Materials: Include any supporting materials you reference in the body of your application. In addition, you may also include supporting materials that provide additional context for the project, such as annual reports for the sponsoring organization, strategic plans, etc.

Applications are due by 5 p.m. Central Time, September 28, 2018.

Coordinated Public Transit- Health and Human Services Transportation Plan

On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—FAST continued the coordinated transportation planning requirements for the Section 5310 Program administered by the Federal Transit Administration (FTA). The purpose of the Section 5310 Program is to enhance mobility for seniors and persons with disabilities. Section 5310 funding goes toward programs that serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

This Coordinated Plan is designed to meet the coordinated transportation planning requirements. The plan incorporates the four required elements:

1. An assessment of available services that identifies current transportation providers (public, private and nonprofit).
2. An assessment of transportation needs for individuals with disabilities and seniors. This assessment can be based on the experiences and perceptions of the planning partners, or on more sophisticated data collection efforts that identify gaps in service.
3. Strategies, activities and/or projects to address the identified gaps between current services and needs, and opportunities to achieve efficiencies in service delivery.
4. Priorities for implementation based on resources (from multiple program sources), time and feasibility for implementing specific strategies and/or activities identified.

The purpose of this planning process was twofold. The first was to continue moving forward with implementation of existing coordinated efforts. The RTCC's approach to mobility and transportation choices calls for local planning and local decision-making based on sound planning activities. The second purpose was to meet the requirements of the FTA's rules regarding development of a coordinated transportation plan for any locale to receive funds from the FTA, a very important resource for funding.

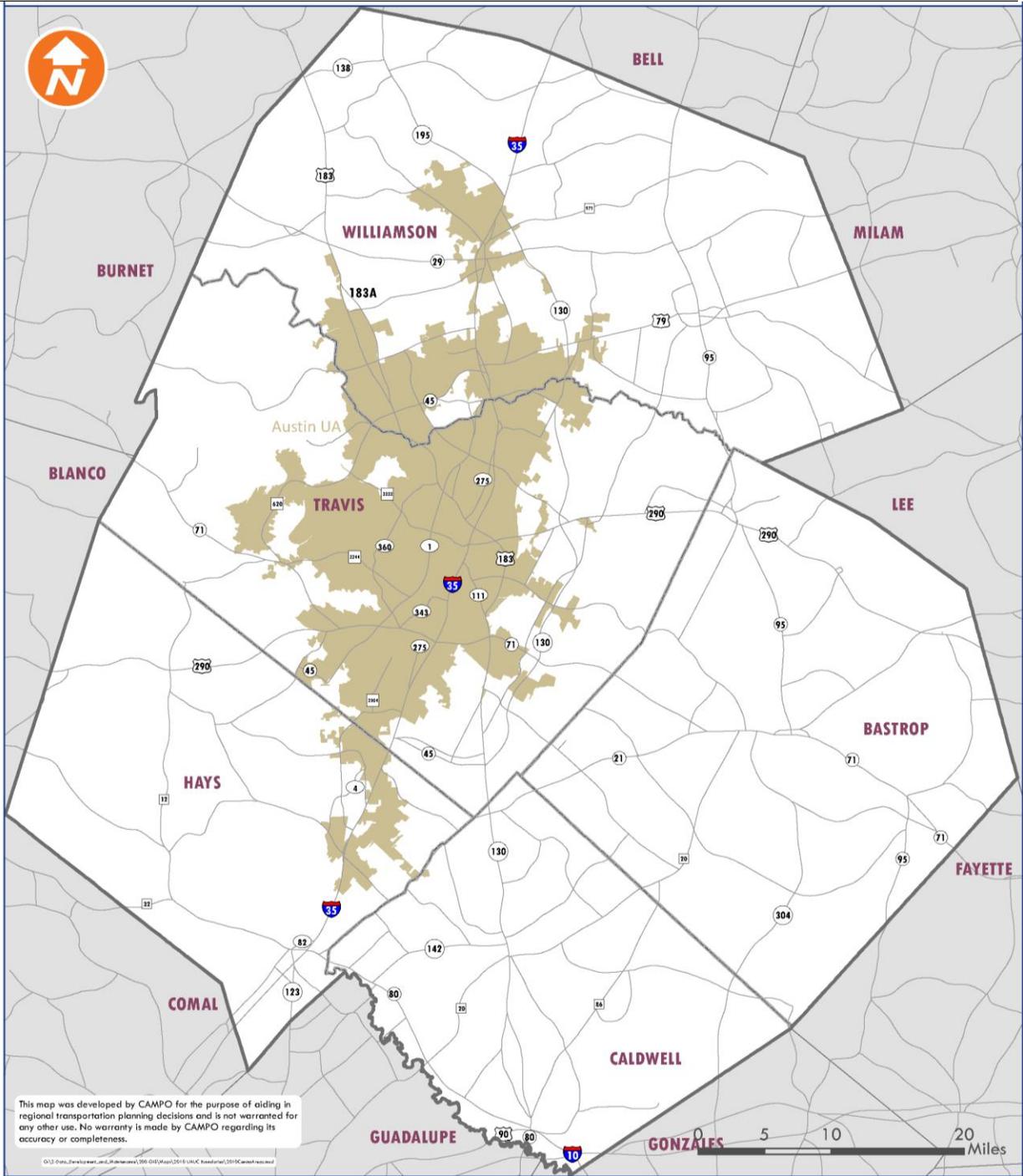
Health and Human Services Transportation Plan – Goals

Goal 1	Preserve and expand transportation services for the public and human service agencies, especially those services that meet the critical needs of the transportation disadvantaged.
Goal 2	Maintain and improve the quality and safety of transportation services for the public.
Goal 3	Secure formal state and local agency agreements and identify and address funding, regulatory, programmatic, attitudinal, and geographic barriers to implement coordinated transportation in the Capital Area.
Goal 4	Increase the efficiency of transportation services for the public and human service clients.
Goal 5	Increase public awareness of mobility options and improve access to transportation services for the public.

Health and Human Services Transportation Plan – Service Strategies

Strategy 1	Expand Transit Service to the Entire Region – the Public Transit Gap
Strategy 2	Address Unserved Destinations within Existing Transit Service Areas
Strategy 3	Expand Commuter Service
Strategy 4	Expand Efforts to Improve the Coordinated Volunteer Network
Strategy 5	Coordinate Service between Hill Country Transit (HCT) and CARTS
Strategy 6	Development of Public-Private Partnerships
Strategy 7	Non-Traditional Market Development/Shopper Shuttles

Urbanized Area Map



Eligible Activities

“Traditional” Capital Expenses

Funds for the Section 5310 program are available for capital expenses as defined in 49 U.S.C Section 5302(3) to support public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Examples of capital expenses that meet the 55 percent requirement, which must be carried out by an eligible recipient or subrecipient, include but are not limited to:

1. Rolling stock and related activities for Section 5310-funded vehicles
 - Acquisition of expansion or replacement buses or vans, and related procurement, testing, inspection, and acceptance costs
 - Vehicle rehabilitation or overhaul
 - Preventive maintenance
 - Radios and communication equipment
 - Vehicle wheelchair lifts, ramps, and securement devices
2. Passenger facilities related to Section 5310-funded vehicles
 - Purchase and installation of benches, shelters, and other passenger amenities.
3. Support facilities and equipment for Section 5310-funded vehicles
 - Extended warranties that do not exceed the industry standard;
 - Computer hardware and software;
 - Transit-related intelligent transportation systems (ITS);
 - Dispatch systems; and
 - Fare collection systems.
4. Lease of equipment when lease is more cost effective than purchase. Note that when lease of equipment or facilities is treated as a capital expense, the recipient must establish criteria for determining cost effectiveness in accordance with FTA regulations, “Capital Leases,” 49 CFR part 639 and OMB Circular A-94, which provides the necessary discount factors and formulas for applying the same.

5. Acquisition of transportation services under a contract, lease, or other arrangement. This may include acquisition of ADA-complementary paratransit services when provided by an eligible recipient or subrecipient as defined in section 5 of this chapter, above. Both capital and operating costs associated with contracted service are eligible capital expenses. User-side subsidies are considered one form of eligible arrangement. Funds may be requested for contracted services covering a time period of more than one year. The capital eligibility of acquisition of services as authorized in 49 U.S.C. 5310(b)(4) is limited to the Section 5310 program.

6. Support for mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. Mobility management is an eligible capital cost. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. For example, a nonprofit agency could receive Section 5310 funding to support the administrative costs of sharing services it provides to its own clientele with other seniors and/or individuals with disabilities and coordinate usage of vehicles with other nonprofits, but not the operating costs of service. Mobility management is intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management activities may include:
 - a) The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, seniors, and low-income individuals;
 - Support for short-term management activities to plan and implement coordinated services;
 - The support of state and local coordination policy bodies and councils;
 - The operation of transportation brokerages to coordinate providers, funding agencies, and passengers;
 - The provision of coordination services, including employer-oriented transportation management organizations' and human service organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers;
 - The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and
 - Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of geographic information

systems (GIS) mapping, global positioning system technology, coordinated vehicle scheduling, dispatching and monitoring technologies, as well as technologies to track costs and billing in a coordinated system, and single smart customer payment systems. (Acquisition of technology is also eligible as a standalone capital expense).

7. Capital activities (e.g., acquisition of rolling stock and related activities, acquisition of services, etc.) to support ADA-complementary paratransit service may qualify toward the 55 percent requirement, so long as the service is provided by an eligible recipient/subrecipient as defined in chapter III, section 5, of FTA Circular 9070.1G, and is included in the coordinated plan.

“Other” Eligible Capital and Operating Expenses

1. Up to 45 percent of a rural, small urbanized area, or large urbanized area’s annual apportionment may be utilized for:
 - Public transportation projects (capital only) planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
 - Public transportation projects (capital and operating) that exceed the requirements of ADA;
 - Public transportation projects (capital and operating) that improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA-complementary paratransit service; or
 - Alternatives to public transportation (capital and operating) that assist seniors and individuals with disabilities with transportation.

Since the 55 percent requirement is a floor and not a ceiling the activities listed above are eligible expenses for all funds available to a recipient under Section 5310. For example, mobility management and ITS projects may be eligible under both categories; the difference to note in order for the project to qualify toward the 55 percent requirement is that the project must meet the definition of a capital project, be specifically geared toward the target population, and carried out by an eligible subrecipient, which is limited for this category of projects. The list of eligible activities is intended to be illustrative, not exhaustive. FTA encourages recipients to develop innovative solutions to meet the needs of seniors and individuals with disabilities in their communities and discuss proposed projects with FTA regional staff to confirm eligibility.

2. Public Transportation Projects that Exceed the Requirements of the ADA. The following activities are examples of eligible projects meeting the definition of public transportation service that is beyond the ADA.

- Enhancing paratransit beyond minimum requirements of the ADA. ADA-complementary paratransit services can be eligible under the Section 5310 program in several ways:

- a) Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA;
- b) Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services;
- c) The incremental cost of providing same day service;
- d) The incremental cost (if any) of making door-to-door service available to all eligible ADA paratransit riders, but not on a case-by-case basis for individual riders in an otherwise curb-to-curb system;
- e) Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;
- f) Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for wheelchairs under the ADA regulations, 49 CFR part 38 (i.e., larger than 30" × 48" and/or weighing more than 600 pounds), and labor costs of aides to help drivers assist passengers with oversized wheelchairs. This would permit the acquisition of lifts with a larger capacity, as well as modifications to lifts with a 600-pound design load, and the acquisition of heavier duty vehicles for paratransit and/or demand-response service in order to accommodate lifts with a heavier design load; and
- g) Installation of additional securement locations in public buses beyond what is required by the ADA.

- Feeder services. Accessible "feeder" service (transit service that provides access) to commuter rail, commuter bus, intercity rail, and intercity bus stations, for which complementary paratransit service is not required under the ADA.

3. Public Transportation Projects that Improve Accessibility. The following activities are examples of eligible projects that improve accessibility to the fixed-route system.

- (1) Making accessibility improvements to transit and intermodal stations not designated as key stations. Improvements for accessibility at existing transportation facilities that are not designated as key stations established under 49 CFR 37.47, 37.51, or 37.53, and that are not required under 49 CFR 37.43 as part of an alteration or renovation to an existing

station, so long as the projects are clearly intended to remove barriers that would otherwise have remained. Section 5310 funds are eligible to be used for accessibility enhancements that remove barriers to individuals with disabilities so they may access greater portions of public transportation systems, such as fixed-route bus service, commuter rail, light rail, and rapid rail. This may include:

- (a) Building an accessible path to a bus stop that is currently inaccessible, including curbcuts, sidewalks, accessible pedestrian signals, or other accessible features;
- (b) Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required under the ADA;
- (c) Improving signage or wayfinding technology; or
- (d) Implementation of other technology improvements that enhance accessibility for people with disabilities including ITS.

(2) Travel training. Training programs for individual users on awareness, knowledge, and skills of public and alternative transportation options available in their communities. This includes travel instruction and travel training services.

4. Public Transportation Alternatives that Assist Seniors and Individuals with Disabilities with Transportation. The following activities are examples of projects that are eligible public transportation alternatives.

- a) Purchasing vehicles to support accessible taxi, ride-sharing, and/or vanpooling programs. Section 5310 funds can be used to purchase and operate accessible vehicles for use in taxi, ride-sharing, and/or vanpool programs provided that the vehicle meets the same requirements for lifts, ramps, and securement systems specified in 49 CFR part 38, subpart B, at a minimum, and permits a passenger whose wheelchair can be accommodated pursuant to part 38 to remain in his/her personal mobility device inside the vehicle.
- b) Supporting the administration and expenses related to voucher programs for transportation services offered by human service providers. This activity is intended to support and supplement existing transportation services by expanding the number of providers available or the number of passengers receiving transportation services. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The Section 5310 program can provide vouchers to seniors and individuals with disabilities to purchase rides, including: (a) mileage reimbursement as part of a volunteer driver program; (b) a taxi trip; or (c) trips provided by a human service agency. Providers of transportation can then submit the voucher for reimbursement to the recipient for payment based on predetermined rates or contractual arrangements. Transit passes or vouchers for use on existing fixed-route or ADA complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (federal/local) match.

- c) Supporting volunteer driver and aide programs. Volunteer driver programs are eligible and include support for costs associated with the administration, management of driver recruitment, safety, background checks, scheduling, coordination with passengers, other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of enhancements to increase capacity of volunteer driver programs are also eligible. FTA encourages communities to offer consideration for utilizing all available funding resources as an integrated part of the design and delivery of any volunteer driver/aide program.
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- 5. Limits on operating assistance. Given the 55 percent requirement for traditional Section 5310 capital projects, a recipient may allocate up to 45 percent of its apportionment for operating assistance. However, this funding is limited to eligible projects as described in 49 U.S.C. 5310(b)(1)(B-D) and described in this section (b, c, and d), above. Operating assistance for required ADA complementary paratransit service is not an eligible expense.

Selection Criteria

Projects will be evaluated based upon the CAMPO Transportation Policy Board-approved selection criteria (100 points total).

- 1. *Benefit*** **(20 points)**
Describe how this project will establish, preserve and/or improve public transportation, mobility, and access within the region. In particular, describe how the project will benefit seniors and individuals with disabilities. Please provide the current number of users per year being served and an estimate of the total number of additional users per year who would benefit from the project. If no additional users per year will be served, please describe the impact on the current users being served by the project.
- 2. *Financial Sustainability*** **(15 points)**
Describe how this project will be sustained after the grant funding is expended. In particular, describe whether there is long term funding commitment from another source/sources, or what proactive efforts will be undertaken to ensure continuation of the project at the end of the grant period.
- 3. *Coordination and Partnerships*** **(15 points)**
Describe how the project will be coordinated with other efforts and will leverage partnerships. Please provide information on coordination efforts, including partner agencies and details of activities. If there is no current coordination, please provide your agency's plan for coordination.
- 4. *Interconnectivity*** **(15 points)**
Describe how the project will build on or connect with the existing system of public transportation, non-profit providers, medical transportation services, and special transit services in the Capital Area.
- 5. *Implementation of Capital Area Regional Transit Coordination Plan*** **(10 points)**
Describe how the project will support the 2017 Capital Area Coordinated Plan. Describe which Plan Goals or Strategies will be supported by the project.
- 6. *Cost Effectiveness*** **(15 points)**
Describe how the project will be cost effective by leveraging resources or minimizing total project costs. (The project will be evaluated based on the additional resources noted in the application and a comparison of costs to similar projects.)
- 7. *Budget and Project Implementation*** **(10 points)**
Describe how the project will be developed based on a reasonable and realistic budget and work tasks. (The project will be evaluated based on the answer provided as well as an analysis of the budget submitted and demonstrated experience with FTA and TxDOT project agreements. Sponsors will be required to be in good standing with the Federal Transit Administration, Capital Metropolitan Transportation Authority, and the Texas Department of Transportation.)

Additional Resources

Fact Sheet on the Section 5310 Grant Program (FTA):

https://www.transit.dot.gov/sites/fta.dot.gov/files/5310_Enhanced_Mobility_of_Seniors_and_Disabled_Fact_Sheet.pdf

Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions (FTA):

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/C9070_1G_FINAL_circular_4-20-15%281%29.pdf

Coordinated Public Transit-Health and Human Services Transportation Plan:

<https://47kzwj6dn1447gy9z7do16an-wpengine.netdna-ssl.com/wp-content/uploads/2018/04/Coordinated-Public-Transit-Health-and-Human-Services-Transportation-Plan.pdf>

Questions

If you have questions about this application, the selection process, or the funding programs please contact:

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