



# Section 5310 Program

## Applicant Workshop

Friday, January 11, 2018

Andale - Andover - Bel Aire - Bentley - Butler County - Cheney - Clearwater - Colwich - Derby - Eastborough - Garden Plain - Goddard - Haysville  
Kechi - Maize - Mount Hope - Mulvane - Park City - Rose Hill - Sedgwick - Sedgwick County - Sumner County - Valley Center - Viola - Wichita

# Workshop Overview

- 5310 Program Overview
- Timeline & Funding
- Application & Scoring
- Q&A



## WHO



**Tricia Thomas,**

WAMPO Communications Manger

Phone: 316-352-4860

E-Mail: [tthomas@wichita.gov](mailto:tthomas@wichita.gov)



## WHAT

- Call for Projects
- Application Support
- Project Selection
- Funding Recommendations



**Raven Alexander,**

Wichita Transit Program Specialist

Phone: 316-352-4868

E-Mail: [ralexander@wichita.gov](mailto:ralexander@wichita.gov)



- Funding distribution
- Grant Management
- Administrative Oversight
- Vehicle Procurement

# Program Goal

Enhanced Mobility of Seniors & Individuals with Disabilities (FTA Section 5310)

*This Federal Transit Administration (FTA) program aims to improve the mobility of **SENIORS** and individuals with **DISABILITIES** by removing barriers to transportation service and expanding transportation mobility options.*



# Guidelines

- The Section 5310 Program is a cost reimbursement program.
- Local match requirements vary by project type, for example:
  - Vehicle purchases: 15% of net project cost
  - Capital projects: 20% of net project cost
  - Contracting may be considered a “capital project” (20%)
  - Operational projects: 50% of net project cost
- Projects must connect with the goals and strategies of the Coordinated Plan



# Vehicle Requests

- Procurement will be done by Wichita Transit.
- Vehicle requests should be made using the Vehicle Pricing List (see Appendix A in instructions).
- Preventative maintenance may be provided by Wichita Transit at cost. Major repairs will not be provided.
- Wichita Transit will consider/allow alternative plans for agencies that have their own maintenance resources.
- For alternate vehicle request inquiries please contact Wichita Transit in advance of project proposal submission to discuss procurement options.



# Federal Requirements

Conformity to all of the following requirements, as appropriate, must be determined in order to receive funding:

- Civil rights
  - Title VI
  - Americans with Disabilities Act
  - Equal Employment Opportunity
  - Disadvantage Business Enterprise
- Environmental Regulations
  - Environmental Justice
  - Clean Air
  - Clean Water
- Maintenance
- Procurement
- Buy America
- Lobbying
- Charter Bus
- School Bus
- Debarment & Suspension



# Other Requirements

- Federal requirement information may be found in the FTA Master Agreement ([fta-master-agreement-fy2018.pdf](#))
- Wichita Transit asks that all applicants have:
  - A DUNS Number (visit [www.dnb.com](http://www.dnb.com) for details)
  - A sam.gov registration on file





# Traditional Capital Projects

Eligible Applicants include:

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



# Non-Traditional Other Projects

Eligible Applicants for capital and operations include:

- Private nonprofit organizations
- State/Local government authorities
- Transportation Operators



# Eligible Projects

- Both Operating & Capital projects are eligible.
- Eligible projects are listed by type in the application and instructional packet.
- For expanded project detail review the FTA Circular, which may be found on the WAMPO site at:  
[www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)



# Funding

- There is no cap on the dollar amount requested for projects.
- Available dollars include funding for:

|   |                  |
|---|------------------|
| Traditional Projects (55%)                            | \$435,360        |
| Grant Administration (10%)                            | \$79,156         |
| Any Other Projects (including additional traditional) | \$277,047        |
| <b>Total</b>  | <b>\$791,563</b> |



# Timeline

Project Submittals Are Due  
Friday, March 15<sup>th</sup> by 5:00 PM

Program Timeline  
July 1, 2019 - June 30, 2021

Next Opportunity for Funding  
Fall/Winter 2020



Questions?

# Applicant Information

- Application
- Scoring
- Questions



# Application

Submit five (5) hard copies and one (1) electronic copy of the project COVER LETTER & APPLICATION by the end of business on **March 15, 2019.**





# Application

The COVER LETTER should be signed by an individual with the authority to execute contracts on the organization's behalf and should (at a minimum) include the following information:

- Organizational Vision/Mission Statement(s)
- Brief description of the Population(s) served
- Brief description of Geographic Area Served
- Verification of proposed local match amount and source
- Attach 5310 Public Notice (see instruction packet for details)



# Public Notice

- Don't forget to attach your 5310 Public Notice if you DID NOT request to be included in group notice.
- Public Notice Requirements may be found online at [www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)



# Completed Application

- Clearly describe the project
- Demonstrate your capacity to manage the project/activity
- Include details that describe how it meets the intent and/or goals of the Coordinated Plan
- Include a schedule
- Electronic copies may be found at [www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)



# Application Details

- For expanded detail on the application sections please review the applicant instructional packet online at [www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)
- If applying for multiple projects (ex. operating and capital projects) please submit separate applications for each project.
- Multiple vehicles listed within one project application is fine.



# Evaluation Criteria

Projects will be evaluated based on a 100 point scale based on the project selection criteria outlined in the Coordinated Public Transit-Human Services Plan.

1. Demonstration of Need (up to 10 pts)
2. Addresses Accessibility and/or Collaboration Goals (up to 50 pts)
3. Meets Specific Needs (older adults/disabilities) (up to 30 pts)
4. Coordinated Transit District #9 Member Status (up to 10 pts)

The Coordinated Plan may be found on the WAMPO website at

[www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)



## Demonstration of Need (10 pts)

- Clear and concise description of need.
- Include a description of the estimated number of people to be served by target population (older adults, people with disabilities, general population etc.)
- Summarize the gaps between current conditions and desired conditions or "wants."

## Accessibility & Collaboration Goals (50 pts)

- Projects that minimizes barriers to transportation for older adults and people with disabilities.
- Projects that involve the collaboration/coordination with agencies, jurisdictions, and/or businesses to support the transportation needs of older adults and people with disabilities.
- See Appendix B in the Instruction packet for expanded detail.
- Electronic copies may be found at [www.wampo.org/People/Pages/RFP-RFQ.aspx](http://www.wampo.org/People/Pages/RFP-RFQ.aspx)



# Meets Specific Needs (30 pts)

Meets the specific transportation needs of older adults/people with disabilities. Projects could increase the ability of older adults and/or people with disabilities to meet the following needs:

- Banking and Shopping/Retail
- Church attendance
- Employment
- Entertainment & Civic Activities
- Medical & Therapy Appointments
- Visiting Family
- Other Routine or Specialized Needs





## Coordinated Transit District (10 pts)

Scoring is based on the organization's status as a Coordinated Transit District #9 (CTD) member in good standing or the commitment to participation and engagement for new providers.



**Questions??**



# Vehicle Question

Q: Does a potential applicant need to already have a 5310-vehicle in order to apply?



## Vehicle Answer

A: It depends on the type of project.

- According to the Federal guidance only 5310-funded vehicles are eligible for projects like adding a lift or other equipment.
- Alternatively, you do not have to have a 5310-funded vehicle to apply for other non-traditional projects or even to fund a new 5310 vehicle.



Thank You!

