Section 5310 Program
Applicant Workshop

Friday, October 2, 2020
Workshop Overview

• 5310 Program Overview
• Timeline & Funding
• Application & Scoring
• Q&A
WHO

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WHAT

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

- 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, which may be found at www.wampo.org/paratransit
Vehicle Requests

- Vehicle requests should be listed on the project proposal cost sheet.
- Requested vehicle options should be listed on the vehicle worksheet(s) based on the type of vehicle(s) that is being requested:
  - Worksheet A: Paratransit Vans
  - Worksheet B: Full Size Vans
  - Worksheet C: Minivans
- Vehicle procurement will be done by Wichita Transit
Vehicles

• As the 5310 Designated Recipient, Wichita Transit will be the lienholder for the useful life of the vehicle.

• Agencies will be free to decide where the vehicle is maintained (in-house, private business, or at Wichita Transit’s maintenance center).

• Preventative maintenance may be provided by Wichita Transit at cost. Major repairs will not be provided.

• Agencies that have their own maintenance or choose maintenance outside of Wichita Transit will coordinate to include a maintenance plan.
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 (linked below)

• Wichita Transit asks that all applicants have:
  • A DUNS Number (visit 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/paratransit
Funding

• There is no cap on the dollar amount requested for projects.

• Available dollars include funding for:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Projects (55%)</td>
<td>$451,972</td>
</tr>
<tr>
<td>Grant Administration (10%)</td>
<td>$82,177</td>
</tr>
<tr>
<td>Any Other Projects (including additional traditional)</td>
<td>$287,618</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$821,767</strong></td>
</tr>
</tbody>
</table>
Timeline

Project Submittals Are Due
Thursday, December 31st by 5:00 PM

Program Timeline
July 1, 2021 - June 30, 2023

Next Opportunity for Funding
Fall/Winter 2022
Applicant Information

• Application
• Scoring
• Questions
Submit five (5) hard copies and one (1) electronic copy of the completed APPLICATION PACKET by the end of business on December 31, 2020.
Application Packet

1. Cover Letter
2. Application
3. Project Proposal Cost Sheet
4. Vehicle Options Worksheet (if applicable)
5. Public Notice (if self-releasing)
Cover Letter

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 (if self-releasing)
Public Notice

• No attachment is needed if participating in the “group public notice.”

• Group notice requests will be accepted through the end of business on October 5th at the below link.

www.publicinput.com/K5782
Public Notice

For those interested in releasing their own public notice visit www.wampo.org/paratransit for the requirement information and sample text.
Completed Application

- Electronic copies of the application and resource documents may be found at www.wampo.org/paratransit
- Describe the project and the people who will be served
- Draw connections to the Coordinated Plan
- Describe the expected impacts, benefits, or outcomes
Priority ranking will be given to projects that include elements of Regional **Coordination** and/or **Collaboration**. This could include coordination among and between:

- Service Providers
- Jurisdictions
- Private Shared Ride Providers (2+ passengers)
- Geographic Areas
- Population Targets (seniors and people with disabilities)
2020 Priority Projects

Creativity, community-based need, and partnership are highly encouraged.
Suggestions

• Minimize geographic barriers in and between communities

• Minimize barriers among and between providers

• Includes partnerships and/or coordination among agencies, jurisdictions, businesses, etc.

• Provides options that increase the accessibility and/or the quality of life of seniors/people with disabilities

• Contributes or enhances transportation system collaboration and/or coordination for seniors/people with disabilities
Ideas

• 3rd Party Contracting: contracting for the provision of transit services with other specialized shared-ride transportation services.

• Regional Connections (for example minimize barriers geographically or between to communities).

• Infrastructure needs that serve multiple populations (signs, sidewalks etc.)

• Regional Coordination (for example, administrative cost sharing or vehicle usage)
2020 Priority Projects

Expanded detail may be found online at www.wampo.org/paratransit
The Application
The Application

- **NEW!** Applicants may now submit requests for both operating and capital in **one application** if part of the **same project**.
- Multiple vehicles listed within one project application is fine.
- Separate applications should be used for separate projects.

For expanded detail on the application sections please review the applicant **instructional packet** online at [www.wampo.org/paratransit](http://www.wampo.org/paratransit)
Evaluation Criteria

Projects will be evaluated based on a 100 point scale using criteria outlined in 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)

For more details about the Coordinated Plan (scoring criteria) visit: www.wampo.org/paratransit
Demonstration of Need (10 pts)

• Clear and concise description of need.
• Describes or estimates the number of people to be served by target population (seniors, people with disabilities,...)
• Summarize the gaps between current conditions and desired conditions or "wants."
• Connects to the community needs identified in the Coordinated Plan
• Describes expected impacts, benefits, and/or outcomes
Accessibility & Collaboration Goals (50 pts)

• Projects that minimizes barriers to transportation for seniors and/or people with disabilities

• Projects that involve the collaboration/coordination to support the transportation needs of seniors and people with disabilities
Meets Specific Needs (30 pts)

Meets the specific transportation needs of seniors/people with disabilities. Projects could increase the ability to meet the following needs identified in the Coordinated Plan:

- 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.
Our Contact Information One More Time!

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