

Federal Transit Administration (FTA)

Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program

Project Call Information

2023



Background

The Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 program is intended to enhance mobility for seniors and persons 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 Metropolitan Transportation Authority (CapMetro) serves as the designated recipient of FTA Section 5310 Funds in the Austin Urbanized Area and serves as the program administrator. Recipients of the grant funding are selected by the Capital Area Metropolitan Planning Organization (CAMPO) through a competitive process. Selected applicants enter into a grant agreement with CapMetro and become subrecipients for these funds. These grant agreements outline federal, state, and local requirements related to project administration and reporting and vary depending on the type of funding, project proposed, agency, and other factors.

The Section 5310 program is a reimbursable grant program, where the selected subrecipients incur expenses and are reimbursed through the program until the federal award is exhausted. Because of this, subrecipients must have sufficient funds available to incur program expenses. Information regarding requirements and reimbursement rates are linked in the additional resources section of this document.

Project Call Information

The Capital Area Metropolitan Planning Organization (CAMPO) is soliciting project proposals from eligible entities for the FTA 5310 program through a competitive selection process. This project call will allocate approximately \$2.7 million in funding to eligible projects with approximately \$1.7 million for traditional capital projects and no more than \$1 million for other eligible projects and operating expenses. This call will allocate funding for federal fiscal years 2023 and 2024. Applicants must complete an [online application](#) with the requested information by 5:00 P.M. Central on March 3, 2023, to be considered for funding.

Date	Milestone
1/3/2023	Call Announcement/Application Available
2/1/2023	Informational Webinar
3/3/2023	Applications Due - 5:00 P.M. Central
March	Technical Review and Scoring of Applications
3/27/2023	Technical Advisory Committee – Information
4/10/2023	Transportation Policy Board – Information
4/24/2023	Technical Advisory Committee – Recommendation
5/8/2023	Transportation Policy Board – Approval
June – August	Grant Execution with CapMetro

Information Webinar

CAMPO will provide an online information webinar on Wednesday, February 1, 2023, at 10:00 A.M. Central. This webinar will be held through Microsoft Teams and will provide participants an opportunity to ask questions about the process and application. Sponsors are encouraged to begin the application process and familiarize themselves with the information and resources in this program. To join the webinar on your computer, mobile app or room device please use the link provided below:

Meeting : [Meeting Link](#)

Meeting ID: 267 934 162 171

Passcode: juPBYB

Download the Teams App: [Download Teams](#)

Join Online (No App Needed) [Join Online](#)

More Options : [Learn More](#) | [Meeting options](#)

Evaluation Process

The approved evaluation process for FTA Section 5310 program represents a balanced quantitative and qualitative approach to project evaluation. Projects and sponsors will first be evaluated to determine eligibility including a review of the project location, sponsor, and project activities. This review will also include a readiness evaluation to ensure sponsors and their program or services are adequately prepared to receive federal funding. Projects that are determined to be eligible and ready will then be evaluated using the scoring criteria and the information provided in the application and supporting documentation. Final evaluations, scores, and recommendations will be provided to the Transportation Policy Board for approval at their discretion.

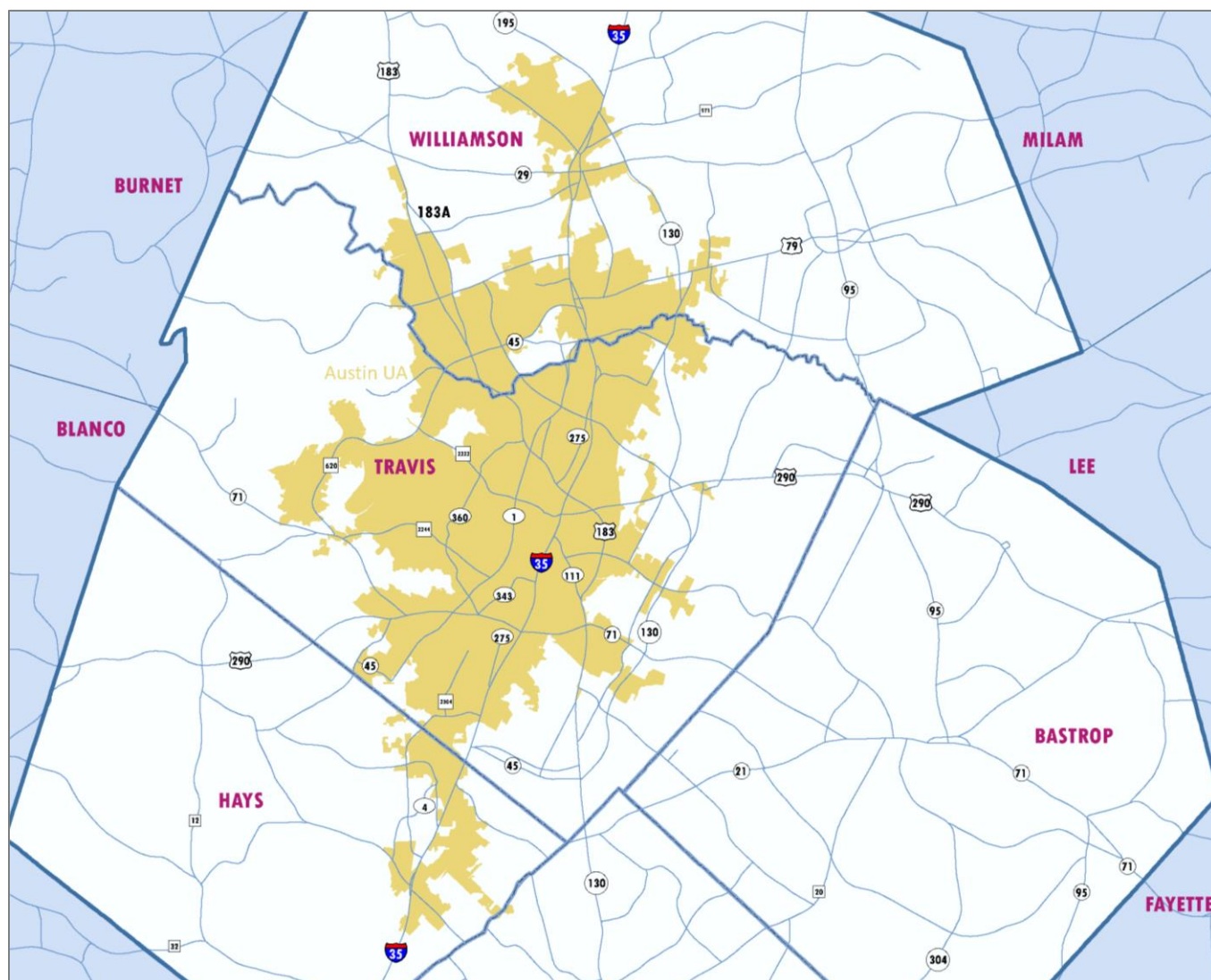
Application Process

Sponsors may apply by submitting an online application with all required supporting materials. Information provided in the application must be supported with attached documentation as noted in the criteria and application instructions. Sponsors must submit all applications and supporting materials no later than 5:00 P.M. Central by March 3, 2023. Please note the following information regarding the application process:

- Any applications or materials submitted after the due date and time will not be accepted.
- Online applications can be saved and resumed at any time however applications that have been inactive for longer than 30 days are automatically deleted.
- Attachments are not saved through the save and resume function (only form information), so please reserve attachments for the session you intend on submitting.
- Sponsors are responsible for any end-user technical issues, however CAMPO will provide assistance with any form service questions or concerns.
- Supporting material attachments will be required to verify information provided in the application. Please be sure to attach source materials and additional information as indicated in the application instructions.
- Attachments in the application are not always a required field to submit so that sponsors are not forced to attach something when it is not appropriate or needed. Whether supporting material attachments are warranted is subjective to the sponsor applicant, project, and response to the criteria. Sponsors are encouraged to use their best judgment, supporting materials bolster the authenticity of the criteria response, which can directly impact application scores.

Eligible Locations

Projects and activities must serve the Austin Urbanized Area identified in yellow below:



Eligible Applicants

Only certain organizations are eligible for FTA Section 5310 funding which is dependent on the type of project being submitted for potential funding. Below are the eligible entities as specified by the project type and activities.

Traditional Capital Projects

- A private non-profit 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 non-profit organizations readily available in the area to provide the service

Other Capital and Operating Projects

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

Eligible Activities

The FTA Section 5310 program provides federal funding for both capital and operating expenses to support the provision of transportation services to meet the specific needs of seniors and individuals with disabilities. Below are the general eligible activities for both traditional capital and other project types.

Traditional Capital Projects

1. Rolling stock and related activities for FTA Section 5310-funded vehicles.
2. Passenger facilities related to FTA Section 5310-funded vehicles.
3. Support facilities and equipment for FTA Section 5310-funded vehicles.
4. Lease of equipment when lease is more cost effective than purchase.
5. Acquisition of transportation services under a contract, lease, or other arrangement.
6. Support for mobility management and coordination programs among public transportation providers and other human service agencies providing transportation.
7. Capital activities to support ADA-complementary paratransit service.

Other Eligible Capital and Operating Expenses

1. Public transportation projects that exceed the requirements of the ADA.
2. Public transportation projects that improve accessibility.
3. Public transportation alternatives that assist seniors and individuals with disabilities with transportation.
4. Operating assistance.

For detailed information on the activities listed please refer to Chapter 3 in the FTA Guidance which is linked in the Resources section of this document.

Readiness Evaluation

Sponsors and projects will be evaluated for readiness including a review of the budget, timeline, and ability of the sponsor to execute projects in a timely manner. Sponsors must provide the materials below with sufficient detail to accurately describe the project, expenditures, and timeline in order to move forward in the evaluation process.

Budget

Sponsors must submit a full and detailed budget for the funding request. At a minimum for each line item in the budget, sponsors must provide an item description, quantity, unit cost, and total cost. Additional documentation must be provided to support the budget and funding request including, but not limited to, operation cost information, engineering estimates for capital projects, and vendor estimates for vehicle purchase orders. Sponsors may use their own budget templates as long as they contain the required information and are clear to understand, however a basic template is available on the project call website.

Timeline

Sponsors must provide a detailed timeline of the program or services to be provided through the funding program with a schedule of activities and anticipated expenditures.

Good-Standing

Sponsors must be in good standing with the Federal Transit Administration, the designated recipient CapMetro, and the Capital Area Metropolitan Planning Organization. Sponsor's program history will be evaluated including a review for any significant unexpended out-standing balances on previous funding awards. Sponsors that have never received 5310 funding will be evaluated based on demonstrated success with similar funding programs.

Scoring Criteria

Sponsors and projects that have demonstrated readiness will be evaluated by the scoring criteria below. The points will be awarded based on the information provided in the applications and the supporting materials used to verify the responses. Indicated points are the maximum available per criterion.

Benefit (20 Points)

Sponsors must demonstrate how their project or program improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available.

Program Sustainability (5 Points)

Sponsors must demonstrate the overall stability of the transportation program or service by providing evidence of long-term sustainability and support including any additional funding outside of the 5310 program, age of the program or service, and a demonstrated record of continual operations.

Program Experience (5 Points)

Sponsors must demonstrate experience with federal funding grant programs including but not limited to experience with the 5310 program and federal transportation reimbursement grants. Other funding and grants management experience will be considered as appropriate.

Coordination and Partnerships (5 Points)

Sponsors must demonstrate regional coordination efforts and official partnerships that enhance the transportation system in the region by providing information on coordination efforts, official agreements with partner agencies and details of activities.

Interconnectivity (5 Points)

Sponsors must demonstrate how the program or services connect with the existing system of public transportation, non-profit providers, medical transportation services, and special transit services in the region.

RTCC Plan Goals and Objectives (20 Points)

Sponsors must demonstrate that the program or services directly support the goals, sub-goals and transportation strategies listed in the current Regionally Coordinated Transportation Plan which is linked in the Resources section of this document.

Performance Measures and Monitoring (20 Points)

Sponsors must demonstrate that they have a formal system in place for measuring and monitoring the success of the program or services provided. This system must provide for the routine and continual gathering and disseminating of critical program performance data including ridership and trip information.

Cost-Benefit Analysis (20 Points)

Programs and services will be evaluated through a cost-benefit analysis that measures the comparative value of the program or services relative to the funding amount requested. For the Cost-Benefit Analysis, sponsors must provide the following information:

- Service area in square miles or total route lengths in miles.
- Most recent annual number of riders or users provided service for existing programs.
- Anticipated annual number of riders or users to be provided service through the program (estimation methodology must be provided).

Resources

[Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance](#)

The Federal Transit Administration (FTA) 5310 program guide contains detailed information on the program including additional information on sponsor and project eligibility.

[Enhanced Mobility of Seniors and Individuals with Disabilities Program Website](#)

The Federal Transit Administration (FTA) 5310 program website contains detailed information on the program including the guide linked above and frequently asked questions.

[Capital Area RTCC - Regionally Coordinated Transportation Plan](#)

The regionally coordinated transportation plan provides an assessment of available services, transportation needs, and provides the strategies, activities and projects that address the identified gaps and enhance the regional transportation system.

[A Guidebook for Developing a Transit Performance-Measurement System](#)

The guidebook provides a step-by-step process for developing a performance-measurement program that includes both traditional and non-traditional performance indicators that address customer-oriented and community issues.

[Regional Transit Study](#)

The Regional Transit Study outlines the region's current transit infrastructure outside of the CapMetro service area and provides local governments and project sponsors with resources for developing transit projects.

[CapMetro Performance Dashboard](#)

Dashboard that provides a real-time look at the performance measures tracked and reported by CapMetro and can provide a useful resource for sponsor's developing a performance management system.