

FFY 2023 FTA SECTION 5305(e) TRANSIT PLANNING NOTICE OF FUNDING AVAILABILITY

This notice is to announce the availability of Federal Transit Administration (FTA) grant funding financial assistance for the 5305 Transit Planning awarded by the Arizona Department of Transportation (ADOT).

Program Description

ADOT's Multimodal Planning Division (MPD) administers the application for the transit planning funding (49 U.S.C. 5305(e)) which makes Federal resources available for statewide transit planning.

The Catalog of Federal Domestic Assistance (CFDA) is now referred to as the Federal Assistance Listing is 20.205 Highway Planning and Construction. This is due to the funding being transferred to the Federal Highway Administration for a combined planning program.

Eligibility for **Section 5305e** is limited to Metropolitan Planning Organizations and Councils of Governments. Up to 3 applications can be submitted per organization.

Federal Award Information

For this competitive application available funding includes 5305e Formula funds transferred to the CPG. The total available funds are:

Apportionment Year	Federal	Match	Total
FY 2022	\$452,000	\$27,321	\$479,321
FY 2023	\$439,050	\$26,539	\$465,589
Grand Total	\$891,050	\$53,860	\$944,910

ADOT MPD anticipates awarding the maximum amount of funding possible to all eligible projects. ADOT anticipates awarding funding to six applicants ranging from \$100,000-\$250,000 based upon historical awards. The anticipated period of performance for this funding will be February 2024 through June 2026.

Eligibility Information

Eligibility for **Section 5305** is limited to Arizona COG and MPOs. The COG or MPO will apply for and administer the funds awarded by ADOT. Local and regional public agencies, tribes, and operators of transit services may coordinate with the COG / MPO, but **the COG / MPO must be the lead applicant for this**

funding application. The COG / MPO will be responsible for administering the awarded project. Rural providers of transit including public, tribal, and non-profit agencies may apply directly to ADOT for transit planning funding through the 5311 application process in the FY 2024 application cycle.

Transit Planning funding may have a federal match rate of 80% and the applicant is required to provide 20% from local funding or a federal match rate of 94.3% and a local match rate of 5.7%. Up to 3 applications that may be submitted per organization with one project per application.

Application and Submission Information

Applications and all related materials are to be completed and submitted electronically through <https://Egrants.azdot.gov> by Thursday December 14th 2023 by 3PM. Any applicants that do not have access to the E-grants system, please create a new user registration by visiting Egrants.azdot.gov and requesting access to the system. Please contact Aubree Perry via email at aperry2@azdot.gov or by phone at 602-712-8947 for assistance in gaining access to the online application system or technical questions regarding navigating the application if needed.

Content and Form of Application Submission

Applications should be submitted electronically through the E-grants system <https://Egrants.azdot.gov> and be completed entirely by answering all questions and providing all necessary backup documentation. Applicants should also include letters of support, and documentation of the source of local match funding.

Unique entity identifier and System for Award Management (SAM)

Each applicant is required to register in the System for Award Management (SAM.GOV) prior to submitting an application and maintain an active registration in SAM.gov with current information at all times during which it has an active award or an application or plan under consideration. All applicants are required to provide their SAM.gov unique entity identifier number on the organizational page in E-grants for their agency. ADOT may not make a federal award until the applicant has obtained all required unique entity identifier and SAM requirements. If an applicant has not fully complied with the requirements by the time ADOT is ready to make a federal award, ADOT may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

Funding Restrictions

Funds awarded in this competitive grant application are for transit planning purposes only. You can see the circular [Program Guidance for Metropolitan Planning and State](#)

[Planning and Research Program Grants](#) 8100.1D for more information on eligible project types.

Other Submission Requirements

ADOT uses the E-grants system egrants.azdot.gov to accept applications. In addition to the ADOT contact listed above, Egrants technical assistance can be found at:

EGrants Help Desk

Hours: Monday thru Friday 8am to 5pm MST

Phone: 1-866-449-1425

Email: azhelpdesk@agatesoftware.com

Application Review Information Criteria

When reviewing applications ADOT will confirm the timeliness of the application submission. Egrants will not allow submissions after the time due. Should these occur, applications submitted after the due date and time will not be considered for funding.

Review and Selection Process

Pursuant to A.R.S. §41-2702(F) Applications shall be evaluated by at least three panelists who are peers or other qualified individuals. Each panelist will review applications individually and will determine a score for each applicant. All scores will be calculated and used to determine recommendations for funding. This process includes evaluation criteria for 5305 e funding. Panelists will rate applicants based on completeness of application including if all supporting documentation needed is provided, clarity of project objectives, and feasibility. Panelists will also look at the geographical location of the applicants to ensure the proper dispersion to ensure program balance and diversity. This includes ensuring services are provided in locations with large populations of elders, low income, and limited English proficiency households.

Evaluation Criterion:

- Benefit to the Community / Region
- Defined Purpose and Need
- Supporting Documentation
- Community & Local Support
- Alignment with ADOT's Planning Goals and Priorities generally in the following order of priority:
 - Rural transit planning for existing transit agencies
 - New Rural transit plans
 - Regional transit planning and Small Urban Transit Planning
 - In order to ensure that statewide transit planning funds are used throughout the state, communities which are not currently funded

with a statewide transit planning grant will be given priority.

For any federal award under a notice of funding opportunity, if ADOT anticipates that the federal share will be greater than the simplified acquisition threshold over the period of performance the following applies:

- a. That ADOT, prior to making a federal award with a total amount of federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM.
- b. An applicant may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.
- c. That the awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant.
The threshold for micro purchases under federal financial assistance awards is \$10,000 and the threshold for simplified acquisitions is \$250,000 for all recipients.

Anticipated Announcement and Award Dates

ADOT anticipates announcing preliminary awards for this funding by February 2023.

Once preliminary awards are issued subrecipients will have 10 business days to review and appeal decisions if they choose to.

Federal Award Administration Information Award Notices

Those who are awarded FTA funds will:

- Add the Project to their Work Program and submit confirmation to ADOT transit.
- Comply with all FTA and program requirements.
- Submit a scope of work to ADOT Transit prior to procurement.
- Manage and procure, where needed, the appropriate planning activity.
- Invite ADOT Staff to serve on the Technical Advisory Committee and notify ADOT of all public outreach activities
- Provide monthly / quarterly updates of the progress and reimbursement requests to ADOT in alignment with the work program requirements.
- Provide all data and study plans to ADOT which may be included in the statewide transit plans.

Administrative and National Policy Requirements

Successful applicants must comply with all ADOT and FTA requirements regarding the specific FTA funding awarded. Applicants can reference the following materials:

FTA Circular 8100.1D [Program Guidance for Metropolitan Planning and State Planning and Research Program Grants](#)

<https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/regulations-and-guidance/fta-circulars/117736/program-guidance-metropolitan-planning-and-state-planning-and-research-c81001d.pdf>

ADOT's State management plan

<https://azdot.gov/sites/default/files/2019/05/2018-adot-state-management-plan.pdf>

ADOT Planning subrecipients also need to comply with the ADOT grant agreement for the COG / MPOs.

If the federal share of any award may include more than \$500,000 over the period of performance, post award reporting is required. Please see 2 CFR Part 200 Appendix XII.

Submission Dates and Times

All application materials are to be completed and submitted electronically through <https://Egrants.azdot.gov> by **Thursday, December 14th, 2023 by 3PM.**

Application Webinar ADOT will host a webinar with information about applying for this grant.

Transit Planning Webinar

Thursday , November 9, 2023· 10:00 am

Google Meet joining info

Video call link: <https://meet.google.com/rmu-drrt-ijr>

Or dial: (US) +1 731-418-3084 PIN: 471 204 009#

Awarding Agency Contact(s)

If you have questions about the Section 5305e funding or to receive a calendar invite to the webinar, please contact Aubree Perry, ADOT Assistant Transit Manager via email a taperry2@azdot.gov or by phone at 602-712-8947. Should you experience technical challenges related to the E-grants system please contact the above listed contact or the Egrants Help Desk. We look forward to receiving your application. Thank you for your interest in FTA funding.