



FY2024 FTA SECTION 5310 REGIONAL MOBILITY MANAGEMENT NOTICE OF FUNDING AVAILABILITY

This notice is to announce the availability of Federal Transit Administration (FTA) grant funding financial assistance for the 5310 Coordinated Mobility for Seniors and Persons with Disabilities - Regional Mobility Management funding only, awarded by the Arizona Department of Transportation (ADOT).

Program Description

ADOT's Multimodal Planning Division (MPD) administers the FTA Section 5310 grant program, also known as the ADOT Coordinated Mobility Program, supports transit services to enhance mobility for seniors and individuals with disabilities in Arizona.

This year, FTA Section 5310 funding is available to fund Regional Mobility Management activities by COGs and MPOs in Arizona only. Applicants for other types of 5310 funding will apply in the FY 2025 application cycle. Regional Mobility Management Applicants will need to apply for both years in the same application as part of a two-year application cycle. Applicants for Regional Mobility Management need to use the FY 2023 5310 Grant application in E-Grants. Awards are made in 1 year increments due to the federal funding allocations.

All application materials are to be completed and submitted electronically using ADOT's E-Grants system found at <https://egrants.azdot.gov>. The application will be available **January 22, 2024 – March 5, 2024**.

Federal Award Information

For this competitive application available funding includes two types of Section 5310 funding: Formula funds and Surface Transportation Block Grant (STBG) funds. Formula funds can be used for all eligible projects in both the rural and urbanized areas of the state. STBG funds can be used for capital projects only in the rural areas of the state.

ADOT anticipates receiving level funding in FY 2024 and FY 2025 for the 5310 program and anticipates awarding level funding from FY 2023 awards for Regional Mobility Management. In FY 2023 ADOT received the apportionment amounts listed below for all 5310 funded activities.. The apportionments identified below will fund both the 1st year regional mobility management awards and the 2023 5310 application cycle 2nd year funding.

FY2023 - Total 5310 Funding Levels	
Funding Type	Total Available
Rural	\$1,482,453
Small Urban	\$2,072,512
Tucson	\$1,422,088
Rural STBG	\$1,350,000
<i>*Level funding anticipated for FY 2024 and FY 2025 apportionments</i>	

Those who are awarded FTA funds will:

- Enter into a contract with, and become a Sub-recipient of ADOT.
- Be required to comply with all Federal program requirements.

No activities may occur before the issue of the Exhibit A and execution of the ADOT Grant Agreement and .

Eligibility Information

Applicants must be a Council of Governments (COGs), Metropolitan Planning Organizations (MPOs) or an entity that provides regional mobility management for an entire planning region of the state. All agencies will be required to certify eligibility in two ways:

- Application Process - Applicants are required to identify agency type and submit the appropriate documentation to verify eligibility. ADOT will evaluate certifications and documents to determine eligibility.
- Regional Coordination Plan Identification - Applicant maintains an existing Regional Mobility Management Plan that identifies all eligible Section 5310 agencies and projects in their specific region. The applicant's Regional Mobility Management plan includes 5310 projects that are prioritized according to the plan's goals and objectives. The applicant ensures that there is no duplication of services among eligible agencies providing Section 5310 services within their region.

Eligible Applicants -Regional Mobility Management

Public Agencies, such as Council of Governments (COGs) or Metropolitan Planning Organizations (MPOs), or an entity that provides regional mobility management for an entire planning region of the state in the absence of a COG or MPO undertaking this activity are eligible applicants for Regional Mobility Management.

5310 Transit funding may have a federal match rate of 80% for regional mobility management capital funding and the applicant is required to provide 20% from local funding. If the applicant proposes to use in-kind match then it must clearly be identified in the application and documentation must be provided that supports how in-kind match was calculated. If in-kind match is not identified in the grant application you are unable to use in-kind match during the application cycle. .

Application and Submission Information

Applications and all related materials are to be completed and submitted electronically through <https://Egrants.azdot.gov> by Tuesday March 5, 2024 at 3PM. Any applicants that do not have access to the E-grants system, please create a new user registration by visiting [egranets.azdot.gov](https://Egrants.azdot.gov) and setting up a new user request for access to the system.

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 Enhanced Mobility Of Seniors And Individuals With Disabilities- Regional Mobility Management only. For more information regarding the 5310 program see the ADOT coordinated mobility guide-book www.azdot.gov/transitguidebooks

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 5310 Regional Mobility Management activities. 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 that Regional Mobility Management activities occur for all rural and small urban areas of the state.

Evaluation Criterion

The Section 5310 application is ranked against all applications statewide by a panel of reviewers according to three main project evaluation criteria categories, with multiple subcategories, to determine an overall score for a project application. This evaluation method combined with the regional prioritization decides the final award ranking. Funding is then allocated based upon scores in each of the geographically eligible funding rural, small urban, and the Tucson urbanized area. The three main project categories are:

- Project Management;
- Coordination; and
- Project Specific Criteria - Regional Mobility Management.

- Foundation for Mobility Management; demonstrated support for mobility management among stakeholders and demonstrated coordination and relationship building.
- Timely and accessible Information and Referral
- Capital Investment Decisions
- Regional Prioritization process in place
- Appropriate mobility management activities and strategies have been identified and carried out to benefit the region

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 late May 2024. Any applicant that is awarded will be emailed a preliminary award letter and a list of all preliminary awards will be posted to www.azdot.gov/transitguidebooks see the 5310 section. Once preliminary awards are issued subrecipients will have 10 business days to review and appeal award decisions. Appeals must be submitted in writing to the ADOT program manager and must document the reasons for the appeal and the proposed remedy. After the initial appeal, the ADOT program manager will respond within 10 business days and then a further appeal is available to the ADOT Transit Manager again within 10 business days who has 30 days to respond.

Federal Award Administration Information Award Notices

The final award notice is in the exhibit A which will be issued at the time of the grant execution which is typically close to the beginning of the contract period at the end of September or October. This will be your official notice of award. No work may begin based upon preliminary awards. Funds will not be eligible for reimbursement until the final awards are issued. Until then, you will have an emailed preliminary notice of award and a copy of your preliminary award posted to the ADOT website at www.azdot.gov/transitguidebooks.

Administrative and National Policy Requirements

Successful applicants must comply with all ADOT and FTA requirements regarding the specific FTA funding awarded. All applicants must be included in their regional coordination plans. Applicants can reference the following materials:

FTA 5310:

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

ADOT's State Management Plan:

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

Regional Mobility Management Contacts:

<https://azdot.gov/planning/transit-programs-and-grants/5310-enhanced-mobility-seniors-and-individuals-disabilities>

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 Tuesday, March 5th 2024 by 3PM.

Application Webinar

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

FY2024 5310 Regional Mobility Management Application

Tuesday, February 13 2024 · 9:30AM

Time zone: America/Phoenix

Google Meet joining info

Video call link: <https://meet.google.com/ors-qwkf-foi>

Or dial: (US) +1 650-466-0948 PIN: 921 657 743#

More phone numbers: <https://tel.meet/ors-qwkf-foi?pin=1032689325483>

Awarding Agency Contact(s)

If you have questions about the Section 5310 funding, please contact 5310 Program Manager Brian McCoy via email bmccoy@azdot.gov via phone 602.712.8772 or Aubree Perry, ADOT Assistant Transit Manager via email at APerry2@azdot.gov or by phone at 602-712-8947. ADOT uses the E-grants system egranets.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

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.