2026 5307_5339 Application Frequently Asked Questions

Application due date November 16, 2026 3:00 PM

Frequently Asked Questions (FAQ)

5307_5339 Application Webinar - Wednesday, November 16, 2026 at 1PM - 2PM

Webinar Recording:
https://www.youtube.com/watch?si=IN9T9S7Unf6TGWNJ&v=0CAKZv--d-w&feature=youtu.be

QUESTIONS and COMMENTS	RESPONSES
1. Can we use 5339 funding to remodel our transit building?	Yes, 5339 funding can be used to remodel a transit facility. If your agency intends to modify the existing facility or its footprint an environmental clearance may not be required. If you are modifying the outside of the facility's existing footprint then an environmental clearance will likely be required. Please make sure to thoroughly explain the modification your agency intends to make to the facility.
2. We are seeking a long-term, low or no-cost land lease for our future transit center. Does the value of the land qualify for an in-kind local match?	Yes. The in-kind match value of the land and lease payment may be considered in-kind match.
3. Will the government shutdown that began on October 1, 2025 affect this application?	No, the current government shutdown will not affect the 2026 5307_5307 Application, as ADOT applies for this funding in June 2027.
4. What milestone dates should I use for the application?	Since vehicles are being procured through ADOT's contract, please use the following dates for the milestone dates: RFP Issued: 02/26/2021 Contract Awarded: 05/21/2021 Project Complete: 05/01/2026
5. Is this grant a yearly grant? If the grant is awarded for a bus, when can we expect to receive the bus? Approximately, when would the match funds need to be sent to ADOT?	The 5339 grant is a yearly grant. Currently, the timeframe for buses to be delivered is 18-24 months. The matching funds need to be sent to ADOT immediately upon receipt of the local match invoice.
6. Are we able to request buses that are nearing the end of their life cycle? For example we have 3 shuttle buses that are over 200,000 miles and by time we would get the funding the buses would be over their useful life cycle.	Recent FTA guidance is that ADOT can only apply for funding for replacement vehicles when that vehicle has reached its useful life or the vehicle will reach its useful life within 1 year of the application to FTA. Staff would need to document how the vehicle will meet its useful life within that 1 year period (ie annual mileage or age of the vehicle). FTA will not allow funding of a

	replacement vehicle based upon age or mileage of the vehicle at the anticipated time of replacement / delivery of the vehicle.
7. Can we use in-kind for our local match	The use of in-kind match is very limited in 5339 funding. 5339 funding does allow for use of in kind for your local match however it can only be used for services donated by a consultant or vendor and therefore is not commonly used.
8. I was wondering if the funds could be used to restore a historic building to be used as a bus station? Or would the grant only apply to new construction.	5339 funds can be used to fund the engineering/design and the construction of a bus station. However, prior to applying for this funding a plan would be required for a preliminary environmental justice and site selection plan to determine if a historic building would be an eligible bus station location. Please note that planning is not an eligible activity for 5339 funding.
9. With the 5339 Grant are we able to apply for new camera systems for our fleet?	Yes, new camera systems for your existing fleet would be eligible for 5339 funding.
10. Our Transit Advisory Council is inquiring whether 5339 funds can be used to develop pullouts on one of the State Routes if we obtain the required ADOT and City permits. The pullouts would be built in accordance to ADOT standards. Would this type of project meet the facility construction requirements of 5339?	Bus pullouts would be eligible for 5339 funding. You will need concurrence from the ADOT District Engineer since it is along a State Highway. However there are additional documentation that must be provided in order to determine if it meets the facility construction requirements. You will need to provide a site map identifying the exact location(s) of the project and how it relates to the current routes operated by your agency. You will also need to document environmental factors such as the project in a right of way, was the ground previously disturbed, Historical Preservation, and Parks or Wetlands impact. ADOT will need to be able to determine that the bus pullouts are in compliance with the National Environmental Policy Act (NEPA) in order to apply to FTA for funding for this project. Until documentation is provided and reviewed ADOT would be unable to confirm if this meets the facility construction requirement or award funding.
11. When does ADOT anticipate 5339 funding awarded during this process being available to applicants?	ADOT anticipates issuing preliminary awards in late September 2023 with funding being available to awardees in late January 2024.
12. Does the review panel consider agencies who guarantee a local match above 20% more favorable?	No, As long as the applicant is able to guarantee they will have the 20% required local match nothing more is required. Exceeding 20% local match does not increase favorability.
13. Is a google map ok or design layout map acceptable?	The map you provide must clearly show the exact location of the proposed site. If there are any

	known challenges with the site selected those should be addressed in the application question.
14. Does a bus shelter trigger facility requirements including NEPA?	Yes, All FTA activities trigger NEPA.
15. Does ADOT have a form applicants can fill out for verification of local match funds?	No, Written documentation on agency letterhead signed by your designated signatory is acceptable.
16. Can Tribal entities leave 5339 funding with ADOT?	Yes, however only if they have an active grant agreement with ADOT and are a current ADOT subrecipient.
17. Where is the link to the NEPA training?	https://ce-catalog.rutgers.edu/courseDisplay.cfm?schID=80073
18. Can 5311 subrecipients use 5339 funding to purchase route scheduling software?	Yes, however 5339 funding is for one time capital purchases, software purchases may require annual maintenance fees and updates which would not be covered by the 5339 funding.
19. Can software for dispatching be included in the capital request?	Yes. Each software project is required to have a project level ITS architecture, when using federal funds towards software, which must be attached to the application. Additionally, you must ensure the software is included in the Arizona Statewide Intelligent Transportation System (ITS) Architecture Plan.
20. It was my understanding that NEPA is not required for replacement bus shelters because they are being installed at a current shelter location on an existing concrete pad and no ground disturbance or environmental impact will be sustained?	NEPA compliance is required on all projects funded with Federal dollars. NEPA is the primary law governing the environmental review process for all federal agencies. NEPA establishes a decision making process that agencies must follow to study the environmental impacts of the proposed projects, both large and small. An environmental determination is required for all projects funded by FTA. Before ADOT can apply to FTA for funding we must complete an environmental review for the project following NEPA and identify in our application the environmental designation of the project. Applicants for ADOT funding must provide sufficient information in the application for ADOT to determine the environmental impacts of the project or the application must provide completed and approved NEPA documents. Please see guidance from FTA on the ADOT webpage.: https://azdot.gov/sites/default/files/media/2022/07/nepa-one-pager-v-3.pdf

21. Last year, you mentioned projects such as a sidewalk project within 1/4 mile of a bus stop. Is that still a viable project? Does it fall under ADA Facility? Does a project such as a bus shelter and concrete pad to make improvements meet ADA eligible?	Yes, bus shelters, concrete pads, and sidewalks would meet ADA eligibility as long as it meets the federal accessibility standards and requirements. The ADA feature should be documented in the application.
22. What if we can't get our Board Resolutions in with the application because they are not meeting in time?	The financial readiness section requires documentation of local match commitment. It should follow the agency's local process which may require a board resolution. If a resolution is required and your board will meet after the application due date, submit documentation of local match/ proposed resolution and a date your board will meet in that upload box. Then you can submit the adopted resolution via email to an ADOT Transit program manager. This should still be submitted as quickly as possible as the resolution must be adopted and received prior to the panel review or the financial readiness portion will be impacted in your application ranking.
23. Do we need an RFP to purchase vehicles with 5307/5339 funding?	No, you would provide in your application a copy of the vehicle build sheet. Once notified by ADOT you will then submit a local match and ADOT will proceed with procuring the vehicle. For ADOT 5311 Subrecipients, ADOT will procure all vehicles awarded with 5339 funding. For FTA 5307 Direct Recipients, you may be eligible to purchase your vehicles under the ADOT contract. If you decide to procure on your own you will need to follow all FTA requirements for procurement.
24. Does the "state of good repair only apply to vehicles?	State of Good Repair is a requirement for all FTA assets. The application focuses on vehicles but we would appreciate information as to how your project will maintain a state of good repair for all assets.
25. Since we intend to request vehicles in this application that would be procured off of the state contract, would we only need to supply the local match component like we do when purchasing a vehicle with 5311 funds or would we need to be	Your agency would pay the required local match of 20%. If your agency was given permission by ADOT to purchase the vehicle yourself then you would pay the full amount and seek reimbursement through the E-grants system.

prepared to pay for the entire amount for the vehicle and seek reimbursement?	
26. Which year do we use for performance data?	You would use the most recent year of information you have available.
27. Can we put five cutaways for our fixed route and the ADA vehicle together or do those have to be two projects?	You can combine up to three vehicles that are the same make, model, and size into one project. If they are not the same make model and size they would be considered a separate project.
28. Do we need a map for the vehicle project?	No, for vehicles you need to provide a recent build sheet showing the features of the vehicle and cost.
29. On the program information page, who should be listed as the Direct Recipient Contact information?	Your agency and your designated transit official's information should be listed here.
30. Do you know the last triennial review or state site visit date? Any outstanding findings?	Triennial Reviews are conducted by FTA for 5307 Direct Recipients. ADOT does not participate in 5307 agencies' triennial reviews. If you are a 5311 Subrecipient you should be able to locate the date and final reports in your agency files. Many times the state site visits are labeled "monitoring visits". If you cannot locate the date or final report in your files, your program manager should be able to provide this information. All 5307 and 5311 agencies should know the date of your last review and your agency's status.
31. We are applying for the 5339 grant application for a security fence, and a metal parking structure (enclosed on 3 sides) –The project is taking place in a previously developed space, so we may not need any NEPA studies. In attending your 5339 Grant Presentation I had a note that the NEPA studies must be completed on facility projects before we could proceed. Are there certain capital items that a NEPA study wouldn't apply to?	No, NEPA applies to all projects using federal funding, including previously developed areas.
32. Program information - who should be listed at Direct Recipient Contact Information?	This should be your Agency information and the Transit Managers information.
33. Are we able to request up to 7 buses?	Each project can include up to three vehicles, if you are purchasing vehicles of exact same make, model and size three can be combined for one project.

34. Does the application include planning like 5311 does?	Small Urban Areas can include planning projects for 5307 funding. The 5339 Bus and Bus facilities funding cannot be used for planning projects. Rural areas need to apply through the 5311 application or in partnership with the MPO / COG for route and general transit planning separate from this application process.
35. Do we apply for the 5307 or 5339?	The 5307 portion is reserved for the small urban areas that are designated as direct recipients of FTA. The 5339 Statewide Bus and Bus Facilities grant is available for both small urban and rural transit recipients. The application covers both and will be awarded as the recipient is eligible.
36. We are applying for new buses to replace old buses, do the new buses have to be the same size as the old buses?	Yes, The new buses should have the same seating capacity as the old buses.
37. Where can I find Categorical Exclusions?	We are including a page that discusses Categorical excursions underneath this FAQ on the ADOT page titled -Guidance for Implementation of FTA's Categorical Exclusions (23 CFR 771.118).
38. Can I combine a replacement and expansion vehicles into one project?	Yes, if you are using the same make, model, and size vehicle build sheet.
39. Our bus we want to apply for replacement doesn't meet useful life now, can we still apply for the replacement bus?	If your bus is forecast to meet the useful life when it will be purchased and delivered, then it would be eligible for replacement. Most buses take approximately 2 years from the time of application. The application requests you to provide information about this, so plan ahead for when delivery would occur to see if you will meet useful life. If not, then this project should wait until next year's application. ADOT and FTA reserve the right to deny funding if the usefulful life of the vehicle has not been met.
40. On the Supporting Documents page of the application question 1 requires a date for a triennial review or state visit, however I haven't had one yet, what do I put here?	A date is required for this field, please put the future date you anticipate this review or visit occurring if you are a new Subrecipient/Direct Recipient. Otherwise use the date of your most recent triennial or ADOT Monitoring Visit.
41. In the "Supporting Documentation" section, the first question is in regards to our most recent triennial review or state site visit; would our recent MPD audit be applicable here? Or should we refer to the 2019 triennial review?	Yes, your most recent MPD Audit would be your most recent "State Site visit".

42. On the project readiness page What date do we use for RFP issued,contract awarded and project completion date?	Milestones are required to be identified in the application regardless of the type of procurement used. When procurements do not require an RFP, the RFP date in the milestone section could be the same as the contract award or the quote date. If using the state vehicle contract, please let us know in the application. A new state vehicle contract is being issued with the RFP date of February 1, 2021 and a contract award date of May 1, 2021. The contract completion date should align to the date of your anticipated vehicle delivery.
43. If a 5311 Applicant is awarded funding under this grant, however, purchases the equipment after the date of the award and before the funds are made available to the Grantee, will the FTA still reimburse the Grantee the Federal share of that procurement?	No, 5311 subrecipients awarded 5339 funding are provided a preliminary award notice from ADOT. No funding commitment is actually made until ADOT writes a grant to FTA and issues the final award (update the Exhibit A of your grant agreement) and the subrecipient signs committing the additional local match. A 5339 Preliminary award is just a reservation of funds. No funds are available until ADOT adds the funding into the subrecipient's grant agreement. Additionally subrecipients are not granted pre-award authority which means any action they take before the funding is finalized and included in their Exhibit A is not eligible for reimbursement. Finally we do not allow subrecipients who are not FTA direct recipients to purchase transit buses (revenue vehicles) directly. While the state contract helps on the front end by issuing a compliant Request for Proposal (RFP) and award process, FTA has numerous oversight requirements that are very tricky to remember when placing an order for a vehicle and then documenting compliance when the vehicle is delivered. Unless the subrecipient has experience in the procurement of buses (aka rolling stock or revenue vehicles) ADOT will not allow them to procure on their own.
44. When reviewing the material, I noticed that there isn't any material related to	Yes, the public should be made aware of transit plans, actions etc. The application does not

public interaction, is a public hearing for the grant application required? We are leaning toward doing one, but may not do so if it isn't required.	require any documentation to be submitted; however, you should have documentation in your files identifying how you made the public aware of this funding request and any feedback you received. You do not have to follow the requirements as outlined in the 5311 Guidebook.
45. Who should letters of support be addressed to?	Address letters of support to yourself, and agency representative, or your ADOT Program Manager.
46. Is there a minimum grant request?	Yes, when applying for the funding ADOT will not consider awards of less than $5,000 as that is generally the FTA threshold for capital purchases.
47. We are going to request funds for facility design/engineering and also for an ITS system replacement. I know the ITS system will fall into the Other Capital request category that is reimbursed at 80%, but I was not sure about the category for the facility design/engineering. Would it be in the general facility category that reimburses at 80% or would it be considered under the ADA facility category that would be reimbursed at 90%. While we are really early in the process, we expected our purpose-built facility to be completely ADA accessible with all necessary accommodations. Any guidance you could give would be greatly appreciated.	The federal share for project costs for acquiring vehicle-related equipment or facilities (including clean fuel or alternative fuel vehicle–related equipment or facilities) for purposes of complying or maintaining compliance with the CAA, or for meeting the requirements of the ADA, is 90 percent. FTA considers vehicle-related equipment to be equipment on and attached to the vehicle. The grant recipient may itemize the cost of specific, discrete, vehicle-related equipment being purchased to be in compliance with the ADA or CAA. The federal share is 90 percent of the cost for these itemized elements.
48. Will there be a cure period with changes allowed after the application due date or can we delay submitting the application?	The application is due August 29, 2024 at 3 PM and there are no delays allowed. There is also no cure period or changes allowed after the application submission with the exception of a board resolution that can be submitted via email. Please be thorough in your application preparation and timely in your submission. If for some reason the application does not submit, please contact ADOT prior to the deadline as we can address technical issues.

49. As a 501(c)(3), would I be allowed to go after a grant from one of the local Ford dealers to pay the match? I assume they could do it as a grant/donation. Is YRT then allowed to put a splashy acknowledgement on the new vehicle thanking them for their support? Would ADOT have to approve the graphics?	ADOT and FTA do not restrict who can donate to a subrecipient. Reminder: vehicles would have to be purchased under the State of Arizona vehicle contract and the vehicles could not be purchased from Ford directly. If funded, ADOT would award total funding based upon the cost of the vehicle without any graphic related to the acknowledgement for the donating entity. FTA funds and the required match could not cover any costs for the donation recognition. This would be similar to advertising that is placed on a bus through a subrecipient advertising program. YRT or the donating entity would have to cover the full cost of adding the acknowledgement to the vehicle (after ADOT inspection for new vehicle). Additionally, the full cost to have signage removed before the vehicle is sold would not be considered eligible for FTA reimbursement. Lastly, the cost of adding or removing this information would not be eligible for in-kind local match.
50. What is an eligible “technological change” project for this grant?	An example of an eligible technological change project is updating internal camera / security systems for your vehicles due to previous technology reaching its useful life.
51. What are eligible activities for the 5307 and 5339 grants?	5307: Eligible activities include: planning, engineering, design, and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in new and existing fixed guideway systems including rolling stock, overhaul and rebuilding of vehicles, station infrastructure, track, signals, communications, and computer hardware and software. In addition, associated transit improvements, workforce development activities, and certain expenses associated with mobility management programs are eligible under the program. All preventive maintenance and

	some Americans with Disabilities Act complementary paratransit service costs are considered capital costs. For urbanized areas with populations less than 200,000, operating assistance is an eligible expense. 5339: Eligible activities include: capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or now emission vehicles or facilities.
52. Should an applicant increase the build sheet amount by 5-10% to account for the rising costs in the new vehicle once it's ordered which could be a year or so depending on the 5339 application approval process?	ADOT advises to account for possible price increases in your grant application.
53. Does the 5339 grant application provide funding for ITS projects?	Yes, some ITS projects are eligible for 5339 funds. A one-time capital is eligible; however, a regular payment for an IT service is not eligible and would be considered an operating expense.
54. We are applying for buses with different makes and models, how do we apply?	Please make different projects in eGrants for every type of vehicle.
55. Is a 14-passenger body-on-chassis cutaway a bus or van?	This vehicle is a <30 ft bus.
56. On the State of Good Repair form in the column headed "FAIN of vehicle being replaced," what are you referring to?	The FAIN is the grant number of the vehicle you are replacing.
57. Do I need to meet with ADOT regarding the grant before submitting?	No, you do not have to meet with ADOT before submitting. This only applies in regards to NEPA projects.
58. Would replacing an 11 passenger vehicle with a 9 capacity sprinter van because it meets our needs better due	As long as the vehicle being replaced meets the useful life requirement then it is eligible. You must ensure that if the 11 passenger

to weather/handling make us ineligible for the grant? Can we justify why we need that model to make it eligible?	vehicle has a lift or ramp that the new vehicle can also accommodate ADA clients and it has a lift or ramp.
59. We run a fixed route flex system in lieu of a fixed route system with complementary paratransit service. Can the vehicle we are requesting be categorized as a ADA vehicle and be eligible for a lower match/higher federal share in the 5339 program?	Yes.
60. Can you please provide a sample buildsheet?	A buildsheet is a detailed assembly document created by a vehicle manufacturer and it lists the exact specifications, modifications, options, and components of a vehicle when constructed. You are encouraged to look at your previous grant applications or contact the approved state contract vendors for sample build sheets. Our approved vendors are: Model 1, Schetky, and Canyon Bus Sales.
61. Does the state of good repair section of the grant have to be completed if the fleet isn't part of one of the proposed projects? If there will be no requests to replace or purchase new vehicles.	Yes, the State of Good Repair (SGR) section should be completed. SGR is the condition in which a public transit capital asset can be used at its full, designed level of performance with no safety risks. State of Good Repair applies to all capital assets, not just vehicles.
62. Are the count limits in the fields for grant applications in IGX based on word count or character count?	IGX limits answers to questions based on character counts.