

FTA SECTION 5310 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 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 for all types of funding except Regional Mobility Management activities. Applicants for Regional Mobility Management funding will apply the following year in 2024. 2023 Applicants for the 5310 funding will need to apply for both years in the same application as part of a two-year application cycle. Applicants may be awarded funding in both Year 1 FFY 2024 and Year 2 FFY 2025. 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 **February 7th, 2023 - March 21st, 2023.**

Federal Award Information

For this competitive application available funding includes 5310 Formula funds transferred to ADOT uses two types of Section 5310 funding to fund eligible projects: 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 in the rural areas of the state.

The total available funds are:

FY 2023 Funding		
Funding Type	Total Available	Maximum Operating Available
Rural	\$1,308,114	\$508,711
Small Urban	\$1,965,950	\$764,536
Tucson	\$1,565,764	\$608,908
Rural STBG	\$1,350,000	Not Eligible for Operating
Includes FY 2022 unobligated funds		

Eligibility Information

Applicants must be providers of transportation for seniors and/ or people with disabilities. 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 - requires that eligible Section 5310 projects be included in the regional coordination plan as determined at a regional level, prioritized according to the plan's goals and objectives, and included in the plan annually. Regions will be required to ensure there is no duplication of services among eligible agencies providing Section 5310 services.

Eligible Applicants - by Agency Type

Section 5310 funds eligibility is limited primarily to private non-profit organizations; however, public and private agencies are eligible in certain circumstances described further below. Applicant eligibility is determined at the time of application; supporting documentation must be submitted with the application.

Private Non-profit Organizations: The private not-for-profit organization is the primary eligible applicant and must have evidence of non-profit status (Proof of 501(c) status/IRS non-profit determination letter).

5311 or 5307 State or Local Operators of Public Transportation may receive 5310 funds directly or indirectly through another eligible recipient.

State or local government Authority, Tribal Government or related Tribal community agencies that provide transportation service to seniors and/or persons with disabilities can apply if they certify to ADOT that no private non-profit organization(s) is readily available in the service area to provide the needed service demonstrating this through outreach to local non-profits (i.e. contact letters, support letters, outreach materials, coordination plan meeting minutes, etc.) to verify the agency is the only entity in the service area willing to provide the specific service requested and that there are no non-profit organizations readily available.

Public Agencies, such as Council of Governments (COGs) or Metropolitan Planning Organizations (MPOs). Provide oversight and administration (not necessarily transportation service) for a project that is conducted in the interest, or strongly supportive, of local, regional, and/or State coordination objectives, such as a COG conducting regional mobility management activities. Regional Mobility Management is not open for applications until 2024.

Private Taxi Operators as Eligible Sub-Recipients. Private operators of “public transportation” may not apply directly to ADOT for a grant, but are eligible sub-recipients or vendors of ADOT 5310 grants. The definition of “public transportation” includes shared-ride surface transportation services.

A “shared-ride,” means two or more passengers in the same vehicle who are otherwise not traveling together.

- Similar to the general public and ADA demand response service, every trip does not have to be shared-ride in order for a taxi company to be considered a shared-ride operator, but the general nature of the service must include shared rides.
- Local (Municipal/State) statutes or regulations, or company policy will determine whether a taxi company provides shared-ride or exclusive-ride service.
- Exclusive-ride taxi companies are not eligible sub-recipients but may participate in the Section 5310 program as contractors. Exclusive-ride taxi companies may receive Section 5310 funds to purchase accessible taxis under contract with a state, designated recipient or eligible sub-recipients such as a local government or non-profit organization.

5310 Transit funding may have a federal match rate of 50% for operations or 80% for all other capital and the applicant is required to provide 50% or 20% from local funding. ADOT may fund the capital projects at a lower match rate of 15% or 10% for capital vehicles with a focus on ADA accessible vehicles as funds are available.

Application and Submission Information

Applications and all related materials are to be completed and submitted electronically through <https://Egrants.azdot.gov> by Friday March 21st 2023 at 4PM. Any applicants that do not have access to the E-grants system, please create a new user registration by visiting egranets.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. For more information on eligible project types 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 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

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.

Under Project Specific Criteria, there are three subcategories for each project: Mobility Management, Capital Equipment, and Operating. Each main category holds a percentage weight and is combined to determine a total application project score (totaling 100%). Subcategories are also considered and make up a category score total.

In addition, some of the selection criteria include standards that must be met for continued funding. If these criteria categories are partially met (e.g. in one part of the region but not others) and an applicant is showing reasonable progress, justification can be provided for why funding should be continued. This information will be considered on a case-by-case basis.

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 May/June 2023. An award announcement will be sent via email with the actual preliminary awards 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. Until then, your preliminary notice of award is posted to the ADOT website at 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/mobility-management>

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 **Friday, March 21st 2023 by 4PM.**

Application Training Save for 5310

Wednesday, February 15 · 9:30 – 11:20am

Google Meet joining info

Video call link: <https://meet.google.com/mkw-nxtu-aak>

Or dial: (US) +1 402-862-6267 PIN: 574 117 664#

More phone numbers: <https://tel.meet/mkw-nxtu-aak?pin=3039817612056>

Application Webinar ADOT will host a webinar with information about applying for this grant. Time: 5310 Application workshop 9:30 AM, Tuesday, February 15, 2023

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 Sara Allred, ADOT Assistant Transit Manager via email at SAllred@azdot.gov or by phone at 602-712-4498. 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

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.