

Part I. Federal Section 5310 Program

ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES

PROGRAM GOALS & FUND AVAILABILITY

The goals of the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities (“Section 5310”) Program are to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available when public transit is insufficient, inappropriate, or unavailable by a) exceeding the requirements of the Americans with Disabilities Act (ADA) of 1990; b) improving access to fixed route service and decreasing reliance on complementary paratransit; and c) providing alternatives to public transportation. The Section 5310 program is administered by the Federal Transit Administration (FTA).

As the Designated Recipient and consistent with FTA guidelines, Metro allocates funds to eligible applicants as subrecipients for eligible traditional capital, other capital, and operating transportation projects following a competitive process. Up to \$9,692,287 Section 5310 Program funds apportioned and allocated to Los Angeles County for the Los Angeles-Long Beach-Anaheim Urbanized Area (UZA), as well as the Santa Clarita and the Lancaster-Palmdale UZAs are available as shown below:

Urbanized Area (UZA)	Traditional Capital	Other Capital and Operating
LA-LB-Anaheim	\$6,716,297	\$2,370,458
Lancaster-Palmdale	\$224,685	\$132,009
Santa Clarita	\$156,678	\$92,159

ELIGIBLE APPLICANTS/SUBRECIPIENTS

Eligible applicants of Section 5310 Program funds for **Traditional Capital** Projects are limited to:

1. Private nonprofit organizations; or
2. State or local governmental authorities that:
 - a. Are approved by a State to coordinate services for seniors and/or individuals with disabilities; or
 - b. Certifies that there are no nonprofit organizations readily available in the area to provide the service

A local governmental authority includes: a political subdivision of a State (such as a city or county); a State authority or an authority of a political subdivision of a State; and, a public corporation, board, or commission established under the laws of a State.

Eligible applicants of Section 5310 Program funds for **Other Capital and Operating** projects are limited to:

1. Private nonprofit organization;
2. State or local governmental authorities; or
3. Operators of public transportation (including private taxi companies) that provide shared-ride service to the general public on a regular basis (i.e., two or more passengers in the same vehicle who are otherwise not traveling together).

ELIGIBLE PROJECTS

Section 5310 Program funds are available for **Traditional Capital**, and **Other Capital and Operating** expenses to support the provision of transportation programs and services to meet the specific needs of seniors and individuals with disabilities. The following sections provide further information on project eligibility for funding under Section 5310.

Traditional Capital Projects

Traditional Capital projects are those that are planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Metro requires that each vehicle is operated at a minimum of twenty (20) service hours per week; administrative expenses are not eligible.

Examples of eligible Traditional Capital projects shown below are intended to be illustrative, not exhaustive. Applicants are encouraged to develop innovative solutions to achieve program objectives.

1. Rolling stock and related activities for Section 5310 Program funded vehicles
 - a. Acquisition of expansion or replacement accessible buses or vans, and related procurement, testing, inspection, and acceptance costs
 - b. Vehicle rehabilitation or overhaul
 - c. Preventive maintenance
 - d. Radios and communication equipment
 - e. Vehicle wheelchair lifts, ramps, and securement devices
2. Passenger facilities related to Section 5310 Program funded vehicles
 - a. Purchase and installation of benches, shelters, and other passenger amenities
3. Support facilities and equipment for Section 5310 Program funded vehicles
 - a. Extended warranties that do not exceed the industry standard
 - b. Computer hardware and software
 - c. Transit-related Intelligent Transportation Systems (ITS)
 - d. Dispatch systems
 - e. Fare collection systems
4. Lease of equipment when lease is more cost effective than purchase

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5. Acquisition of transportation services under a contract, lease, or other arrangement. Both capital and operating costs associated with contracted service are eligible capital expenses. Funds may be requested for contracted services covering a time period of more than one year.
6. Support for mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. Mobility management is an eligible capital cost. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. For example, a nonprofit agency could receive Section 5310 funding to support the administrative costs of sharing services it provides to its own clientele with other seniors and/or individuals with disabilities and coordinate usage of vehicles with other nonprofits, but not the operating costs of service.

Mobility management is intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management activities may include:

- a. The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services
 - b. Support for short-term management activities to plan and implement coordinated services
 - c. The support of state and local coordination policy bodies and councils
 - d. The operation of transportation brokerages to coordinate providers, funding agencies, and passengers
 - e. The provision of coordination services, including employer-oriented transportation management organizations and human service organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers
 - f. The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs
 - g. The planning for and acquisition of intelligent transportation technologies to help plan and operate coordinated systems, including geographic information systems (GIS) mapping, global positioning system technology, coordinated vehicle scheduling, dispatching and monitoring technologies, as well as technologies to track costs and billing in a coordinated system, and single smart customer payment systems. Acquisition of technology is also eligible as a standalone capital expense.
7. Capital activities (e.g., acquisition of rolling stock and related activities, acquisition of services, etc.) to support ADA-complementary paratransit service

Other Capital and Operating Projects

Other Capital and Operating projects include those public transportation projects that: i) exceed ADA requirements; ii) improve access to fixed-route services and decrease reliance on ADA complementary paratransit service; and/or iii) provide alternatives to public transportation that assist seniors and individuals with disabilities with transportation.

Administrative expenses necessary to support project activities are eligible expenses up to a maximum five (5) percent of the total project cost. Operating assistance for ADA complementary paratransit service is not an eligible expense. Also, transit passes or vouchers for use on existing or new fixed route or ADA complementary paratransit service are not eligible.

Examples of Other Capital and Operating expenses as shown below under each of the three broad project categories is intended to be illustrative, not exhaustive. Applicants are encouraged to develop innovative solutions to achieve program objectives.

1. Projects that Exceed ADA Requirements

- a. Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA
- b. Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services
- c. The incremental cost of providing same day service
- d. The incremental cost (if any) of making door-to-door service available to all eligible ADA paratransit riders
- e. Enhancement of the level of service by providing escorts or assisting riders through the door of their destination
- f. Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for wheelchairs under ADA regulations (i.e., larger than 30" x 48" and/or weighing more than 600 pounds), such as: the acquisition of lifts with a larger capacity; modifications to lifts with a 600-pound design load; and, the acquisition of heavier duty vehicles for demand-response and/or paratransit service in order to accommodate lifts with a heavier design load
- g. Installation of additional securement locations in public buses beyond what is required by the ADA
- h. Accessible "feeder service" providing access to commuter rail, commuter bus, intercity rail, and intercity bus stations for which complementary paratransit service is not required by the ADA

2. Projects that Improve Accessibility to the Fixed-Route System

- a. Improvements to transit and intermodal stations not designated as key stations.

Limited to accessibility improvements at existing transportation facilities that are not designated as “key stations” under federal law and that are not required by federal law as part of an alteration or renovation to an existing station, so long as the project is clearly intended to remove barriers to individuals with disabilities that would otherwise have remained. These improvements may include:

- i. Building an accessible path to a bus stop that is currently inaccessible, including curb cuts, sidewalks, accessible pedestrian signals, or other accessible features;
 - ii. Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required by the ADA;
 - iii. Improving signage or way finding technology; and
 - iv. Implementation of other technology improvements that enhance accessibility for people with disabilities, including Intelligent Transportation Systems (ITS).
- b. Training programs for individual users on awareness, knowledge, and skills of public and alternative transportation options available in their communities, including travel instruction and travel training services
3. Alternatives that Assist Seniors and Individuals with Disabilities with Transportation
- a. Purchase and operate accessible vehicles for use in taxi, ride-sharing, and/or vanpool programs provided that the vehicle, at a minimum: meets the federal requirements for lifts, ramps, and securement systems; and permits a passenger whose wheelchair can be accommodated, pursuant to federal law, to remain in his/her personal mobility device inside the vehicle.
 - b. Supporting the administration and expenses related to voucher programs for transportation services. Vouchers can be used as an administrative mechanism for payment of alternative transportation services offered by Human Service providers to supplement available public transportation. Vouchers can be used by seniors and individuals with disabilities to purchase rides, as well as for mileage reimbursement as part of a volunteer driver program, a taxi trip, or trips provided by a Human Service agency. Transit passes or vouchers for use on existing fixed-route or required ADA complementary paratransit service are not eligible. Vouchers are an operational expense which requires a minimum 50 percent local match. Vouchers are reimbursed by Metro based on predetermined rates or contractual arrangements.
 - c. Supporting volunteer driver and aide programs. Volunteer driver programs are eligible and include support for costs associated with the administration, management of driver recruitment, training, safety, background checks, scheduling, coordination with passengers, other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of enhancements to increase the capacity of volunteer driver programs are also eligible.

FEDERAL SHARE, TRANSPORTATION DEVELOPMENT CREDITS & LOCAL MATCHING REQUIREMENTS

The federal share of eligible Section 5310 traditional and other capital costs shall be in an amount equal up to 80 percent of the net cost of the activity. The federal share of the eligible operating costs may not exceed 50 percent of the net operating costs of the activity. The net cost of an activity (capital or operating) is the part of the project that cannot reasonably be financed from operating revenues (i.e., farebox recovery).

The federal share may exceed 80 percent where the capital project is in compliance with the ADA and/or the Clean Air Act (CAA), as follows:

1. Rolling Stock (vehicles): The federal share is 85 percent for the acquisition of vehicles for purposes of complying with or maintaining compliance with ADA or the CAA. A revenue vehicle that complies with federal requirements to accommodate mobility aids that exceed the dimensions and weight ratings established for wheelchairs under the ADA regulations (i.e., larger than 30" x 48" and/or weighing more than 600 pounds) may also be funded at 85 percent federal share.
2. Vehicle-Related Equipment and Facilities: The federal share is 90 percent 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 required by the ADA. FTA considers vehicle-related equipment to be equipment on and attached to the vehicle.

Transportation Development Credits (TDC) are not money, they are similar to waivers or permission slips that allow federal funds to be used at a higher reimbursement rate. Metro will request TDC valued at up to ten (10) percent of eligible Section 5310 capital project costs and up to twenty-five (25) percent of eligible operating project costs on behalf of eligible applicants.

The local share of eligible Section 5310 capital costs shall not be less than 10 percent of the net cost of the activity (not including projects related to ADA and/or CAA compliance). The local share for eligible operating costs shall not be less than 25 percent of the net operating costs. The local share may be sourced from a variety of sources including:

- an undistributed cash surplus,
- a replacement or depreciation cash fund or reserve, and
- a service agreement with a State or local service agency or private social service organization, or new capital.

Some examples of these potential sources of local match include: State or local appropriations, dedicated tax revenues, private donations, revenue from service contracts, and net income generated from advertising and concessions.

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- Non-cash (e.g., donations, volunteered services, in-kind contributions, etc.) where the value of each is: documented and supported; represents a cost which would otherwise be eligible under the program; is included in the net project costs in the budget; and is approved by Metro and FTA.
- Income from contracted transportation services may be used either to reduce the net project cost (treated as revenue) or to provide local match for operating expenses. In either case, the cost of providing the contract service is included in the total project cost. No FTA program funds can be used as a source of local match for other FTA programs, even when used to contract for service. All sources and amounts of local match must be identified in the application.
- Federal programs that are eligible to be expended for transportation other than programs funded by the United States Department of Transportation (USDOT), or from USDOT's Federal Lands Highway Program.

Some examples of types of programs that are potential sources of local match include: employment, training, aging, medical, community services, and rehabilitation services. Specific program information for other types of federal funding is available at [United We Ride](https://www.disability.gov/resource/united-we-ride/) <https://www.disability.gov/resource/united-we-ride/> and their partnering agency at the [Coordinating Council on Access and Mobility](https://www.transit.dot.gov/ccam/about) <https://www.transit.dot.gov/ccam/about>

Summary: Section 5310 Federal Share w/TDC and Local Matching Requirements

Funding Category	Federal Share Eligible (max)*	Local Match Share Required (min)
Capital (Traditional & Other)	90%	10%
Capital: ADA/CAA Rolling Stock	95%	5%
Capital: ADA/CAA Equipment & Facilities	100%	0%
Operating	75%	25%

*includes TDC where eligible

PERFORMANCE MEASURES

FTA requires tracking and reporting of quantitative and qualitative information for Section 5310 funded projects. FTA has set minimum indicators for each eligible project category to capture relevant outputs, service levels and outcomes as described below.

1. Traditional Capital Projects

- a. Gaps in Service Filled - The provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measured by the annual number of seniors and people with disabilities afforded mobility they would not have without program support as a result of the Traditional Capital Section 5310 project.
- b. Ridership - The actual or estimated number of rides measured by one-way passenger trips provided annually for seniors and individuals with disabilities as a result of the Traditional Section 5310 Capital project.

2. Other Capital and Operating Projects

- a. Increases or enhancements related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of Other Capital and/or Operating Section 5310 project.
- b. Additions or changes to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of Other Capital and/or Operating Section 5310 project.
- c. Actual or estimated annual number of rides measured by one-way passenger trips provided for seniors and individuals with disabilities as a result of Other Capital and/or Operating Section 5310 project.