

## **Part II. Federal Section 5316 Program**

### **JOB ACCESS AND REVERSE COMMUTE (JARC)**

## **PROGRAM GOALS & FUND AVAILABILITY**

The goals of the Section 5316 Job Access and Reverse Commute (“Section 5316”) Program are to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities. The Section 5316 Program is administered by the Federal Transit Administration (FTA).

As the Designated Recipient and consistent with FTA guidelines, Metro allocates funds to eligible subrecipients for eligible capital, planning, and operating expenses to support new or expanded transportation projects following a competitive process. Up to \$8,013,181 Section 5316 Program funds apportioned and allocated to Los Angeles County for the Los Angeles-Long Beach-Anaheim Urbanized Area (UZA) are available. Funds awarded in this FY2017 solicitation for Proposals may be awarded only to projects that serve Los Angeles County.

## **ELIGIBLE APPLICANTS/SUBRECIPIENTS**

Eligible applicants/subrecipients of Section 5316, Program funds are limited to:

1. Private nonprofit organizations;
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 5316 program funds are available for **Capital and Operating** expenses that support the development and maintenance of transportation services designed to transport low-income individuals to and from jobs and activities related to their employment and to support reverse commute projects.

Examples of eligible capital and operating projects shown below are intended to be illustrative, not exhaustive. Applicants are encouraged to develop innovative solutions to achieve program objectives:

1. Late-night and weekend service;
2. Guaranteed ride home service;

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3. Shuttle service;
4. Expanding fixed-route public transit routes;
5. Demand-responsive van service;
6. Ridesharing and carpooling activities;
7. Transit-related aspects of bicycling (such as adding bicycle racks to vehicles to support individuals that bicycle a portion of their commute or providing bicycle storage at transit stations);
8. The administrative costs of local car loan programs that assist individuals in purchasing and maintaining vehicles for shared rides;
9. Promotion, through marketing efforts, of the:
  - a. Use of transit by workers with non-traditional work schedules;
  - b. Use of transit voucher programs by appropriate agencies for welfare recipients and other low-income individuals;
  - c. Development of employer-provided transportation such as shuttles, ridesharing, carpooling; or
  - d. Use of transit pass programs and benefits under Section 132 of the Internal Revenue Code of 1986;
10. Supporting the administration and expenses related to voucher programs. This activity is intended to supplement existing transportation services by expanding the number of providers available or the number of passengers receiving transportation services. Vouchers can be used as an administrative mechanism for payment to providers of alternative transportation services. The Section 5316 program can provide vouchers to low income individuals to purchase rides, including :
  - a. Mileage reimbursement as part of a volunteer driver program;
  - b. Taxi trips; or
  - c. Trips provided by a human service agency.

Providers of transportation can then submit the voucher to the Section 5316 project administering agency for payment based on pre-determined rates or contractual arrangements. Transit passes for use on fixed route or Americans with Disabilities Act of 1990 (ADA) complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (federal/local) match;

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11. Acquiring Geographic Information System (GIS) tools;
12. Implementing Intelligent Transportation Systems (ITS), including customer trip information technology;
13. Integrating automated regional public transit and human service transportation information, scheduling and dispatch functions;
14. Deploying vehicle position-monitoring systems;
15. Subsidizing the costs associated with adding reverse commute bus, train, carpool van routes or service from urbanized areas and non-urbanized areas to suburban work places;
16. Subsidizing the purchase or lease by a non-profit organization or public agency of a van or bus dedicated to shuttling employees from their residences to a suburban workplace;
17. Otherwise facilitating the provision of public transportation services to suburban employment opportunities;
18. Supporting new 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 non-profit agency could receive Section 5316 JARC funding to support the administrative costs of sharing services it provides to its own clientele with other low-income individuals and coordinate usage of vehicles with other non-profits, but not the operating costs of the 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 for individuals with disabilities, older adults, and low-income individuals;
  - 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 customers;
  - e. The provision of coordination services, including employer-oriented Transportation Management Organizations' and Human Service Organizations' customer-oriented

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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; and
- g. Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of Geographic Information Systems (GIS) mapping, Global Positioning System technology, coordinate 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 stand-alone capital expense).

### **FEDERAL SHARE, TRANSPORTATION DEVELOPMENT CREDITS & LOCAL MATCHING REQUIREMENTS**

**The federal share** of eligible Section 5316 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 for certain capital projects related to compliance with the ADA and 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 twenty-five (25) percent of eligible operating project costs on behalf of eligible applicants.

**The local share** of eligible Section 5316 capital costs shall not be less than 20 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.

- 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/> and their partnering agency at the Coordinating Council on Access and Mobility <https://www.transit.dot.gov/ccam/about>

**Summary: Section 5316 Federal Share w/TDC and Local Matching Requirements**

Funding Amount	Funding Category	Federal Share Eligible (max)*	Local Match Share Required (min)
\$5,781,458	Capital	80%	20%
	Capital: ADA/CAA Rolling Stock	85%	15%
	Capital: ADA/CAA Equipment & Facilities	90%	10%
\$1,825,723	Operating	75%	25%
\$230,000	Operating	50%	50%

\*includes TDC where eligible

**PERFORMANCE MEASURES**

FTA requires tracking and reporting of quantitative and qualitative information for Section 5316 funded projects. FTA has set minimum indicators for each eligible project category to capture relevant outputs, service levels and outcomes as described below.

1. Capital & Operating

- a. The actual or estimated annual number of jobs that can be accessed as a result of geographic or temporal coverage of the Section 5316 capital, planning, and/or operating project.
- b. The actual or estimated annual number of rides (as measured by one-way trips) provided as a result of the Section 5316 capital, planning, and/or operating project.