

**Call For Projects**

**Fiscal Year 2019 & 2020**

**FTA Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities**

|  |
| --- |
| **Call for Projects Submittal Due Date:**3:00pm, Eastern Standard Time,October 2, 2020 |
| ORGANIZATION NAME: |  |
| REPRESENTATIVE NAME: |  |
| STREET ADDRESS: |  |
| CITY, STATE, ZIP: |  |
| PHONE: |  | FAX |  |
| EMAIL: |  |

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# Call for Projects Description

SMART, Suburban Mobility Authority for Regional Transportation, is announcing a call for projects for FTA Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities funds. The available funds are displayed in two categories below and are available only for transportation projects that serve seniors and individuals with disabilities. **The application deadline is Friday, October 2, 2020, no later than 3pm.**



Federal funds can be used to support up to 80 percent (80/20 match) for capital projects (including mobility management), and not more than 50 percent (50/50 match) of project costs for operating assistance. Applicants are required to provide the local share from sources other than U.S. Department of Transportation funds or farebox revenue.

**Eligible applicants** are state or local government authorities, nonprofit organizations, or operators of public transportation. Applications will be accepted for projects serving communities or portions of communities that are within the Detroit Urbanized Area excluding the City of Detroit. Only projects serving this area will be considered for funding. Eligible applicants may apply up to three times (once for each category) as each funding category requires a separate project application.

**Eligible projects** are those that meet the project selection criteria outlined on page 5 and in the Program Management Plan for Enhanced Mobility of Seniors and Individuals with Disabilities attached to this document.

# Application Deadline

**The deadline for application submittal is Friday, October 2, 2020 no later than 3:00pm.**

Requirements for application submission:

* Applications can be mailed but must have a post mark for a date and time no later than **October 2, 2020 no later than 3:00pm.**
* Applications can be delivered in person to SMART’s office located at 535 Griswold Street, Suite 600, Detroit, MI 48226. Applications must be received by SMART no later than **October 2, 2020 no later than 3:00pm.**
* Applications can be e-mailed; however the format must be either Microsoft Word or PDF. The email address is iholme@smartbus.org. E-mails must be sent on or before **October 2, 2020 no later than 3:00pm.**

If you have any questions about the application submittal, please contact Ian Holme by phone at (313) 223-2161 or via e-mail at (iholme@smartbus.org).

**Additional Information**

Information regarding the Section 5310 program as well as the region’s approach to coordinated human services transportation can be found at:

<https://www.smartbus.org/About/Our-Organization/Coordinated-Human-Services-Transportation-Plan>

# Project Selection Criteria

Projects applied for through Section 5310 will be selected through a review and selection process led by SMART staff, presented to the public, and approved by the SMART Board of Directors. More detail about the review process can be found in the Program Management Plan for Enhanced Mobility of Seniors and Individuals with Disabilities attached to this document.

**Application Review and Evaluation**

SMART reviews and evaluates all applications utilizing the following criteria:

1. Vehicles requested for replacement must meet the following replacement criteria (either by years and/or miles):

CAR-MINIVAN-MAXIVAN-VAN CONVERSION 4 YEARS OR 100,000 MILES

BUSES-CUTAWAY\*- purchased prior to 1/1/08 5 YEARS OR 150,000 MILES

BUSES-CUTAWAY\*- purchased on or after 1/1/08 7 YEARS OR 200,000 MILES

BUSES-MEDIUM DUTY\* 7 YEARS OR 200,000 MILES

BUSES-MEDIUM/HEAVY DUTY\* 10 YEARS OR 350,000 MILES

\*all replacements are based on Altoona testing.

1. Financial commitment by the applicant (via a balanced operating budget submitted with the application) to assure operating funds are available.
2. Degree to which the organization is meeting the transportation needs of seniors and individuals with disabilities.
3. Experience applicant has executing the type of transportation project listed in the application.
4. Number of years the agency has provided transportation services.
5. Number of projects the agency has carried out that are similar to the project listed.
6. Success rate at which previous projects met their goals and fulfilled a need.
7. Appropriateness of the quantity and type of vehicles, mobility management and/or operating assistance for meeting the special transportation needs of client population.
8. Amount of unspent 5310 grant funding that is greater than 2 years old.
9. Endorsements provided by local units of government, transit operators, and social service agencies.
10. Documentation of local initiative, organization, fiscal resources and management capability, equipment inventory, proper maintenance procedures, and overall technical capacity.

SMART requests 5310 funding by project type from the RTA for sub-recipient projects before a Call for Projects is issued and Program of Projects is determined. Thus, the review and selection process is separate for each project category based on the amounts approved by the RTA. Although each applicant may apply for funding in more than one category, it is possible that awards could be made for one proposed activity and not another. Projects may be fully funded up to the dollar amount requested on the application, based on the review and evaluation described above and on the available funding in a given project category.

# Glossary

**Coordinated Human Services Transportation Plan (CHSTP)**

This is a document that is required for any transit agency that wishes to receive FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities funding from the Federal Transit Administration. The plan includes an assessment of available services, an assessment of transportation needs for individuals with disabilities and seniors, strategies to meet the identified needs and priorities for implementation.

**Designated Recipient**

An entity designated by the governor of a state, responsible local officials, and publicly owned operators of public transportation, to receive and apportion amounts under 49 U.S.C. 5336 to urbanized areas of 200,000 or more in population; or a state or regional authority, if the authority is responsible under the laws of a state for a capital project and for financing and directly providing public transportation.

**Detroit Department of Transportation (DDOT)**

This is a City of Detroit department that provides transit and paratransit services to its residents.

**Detroit Transportation Corporation (DTC)**

This is a City of Detroit department that provides transit services. DTC operates a fully automated fixed-guideway system that provides service on a 2.9-mile loop in the Detroit central business district. Their hours of service are: Monday-Thursday 6:30am to Midnight, Friday 6:30am to 2am, Saturday 9am to 2am, Sunday Noon to Midnight.

**Direct Recipient**

An entity that receives funding directly from the FTA.

**Data Universal Numbering System (DUNS)**

A DUNS number is required for any organization that applies for a grant from the federal government. It is a nine-digit identification number that provides a unique identification for single business entities.

**Enhanced Mobility of Seniors and Individuals with Disabilities (FTA Section 5310)**

This federal program provides formula funding to states and designated recipients to improve mobility for seniors and individuals with disabilities. Funds received from this program may be utilized for capital, mobility management, and operating expenses.

**Fixing America’s Surface Transportation Act (FAST Act)**

President Barack Obama signed this transportation legislation into law on December 4, 2015. This $305 billion five-year funding legislation continues many of the same provisions and grant programs established under the MAP-21 legislation. A total of $60 billion are dedicated to public transportation over the five year span of this legislation through 2020.

**Federal Transit Administration (FTA)**

This agency is the branch of the U.S. Department of Transportation responsible for administering federal transit programs.

**Moving Ahead for Progress in the 21st Century (MAP-21)**

President Barack Obama signed this transportation legislation into law on July 6, 2012. Over $105 billion was allotted to fund surface transportation programs for fiscal years 2013 and 2014. Congress enacted several short-term extensions to this law in order to devise a long-term transportation package that is now known as the FAST act.

**New Freedom**

President George W. Bush announced the New Freedom Initiative on February 1, 2001, as part of a nationwide effort to remove barriers to community living for people with disabilities. The New Freedom Initiative is a comprehensive plan that represents an important step in working to ensure that all Americans have the opportunity to learn and develop skills, engage in productive work, make choices about their daily lives and participate fully in community life.

**Regional Transit Authority (RTA)**

This organization was created by Public Act No. 387 of 2012. Its purpose is to plan for and coordinate public transportation in Wayne, Oakland, Macomb and Washtenaw Counties and to deliver rapid transit in a region where none exists. It is the entity through which transit providers must apply for state and federal funds, and through which those funds are allocated to providers. The RTA is also responsible for developing a Regional Master Transit Plan to guide present and future service and is empowered to put funding questions on the ballot for public vote.

**Suburban Mobility Authority for Regional Transportation (SMART)**

A public agency providing transit services for communities within Macomb, Monroe, Oakland, and Wayne Counties. These communities support SMART’s services with voter-approved financial assistance.

**Urbanized Area (UZA)**

Areas defined by the US Census Bureau as an area with a population over 200,000 and a density of at least 1,000 inhabitants per square mile.

# Application

**Enhanced Mobility of Seniors and Individuals with Disabilities**

**Section 5310: Catalog of Federal Domestic Award (CFDA): 20.513**

**Application Information- Please Read Carefully**

Completed applications are due to SMART no later than **October 2, 2020 by 3:00pm.**

They can be mailed, faxed, hand delivered, or e-mailed.

Mailing Address: Attention: Mr. Ian Holme

SMART

 535 Griswold, Suite 600

 Detroit, MI 48226

Fax: (248)244-9043 E-mail: iholme@smartbus.org

The 5310 program provides transportation services for seniors and individuals with disabilities. Only projects addressing these needs will be considered for funding. More information about the 5310 program can be found in the Federal Circular 9070.1G at the following web address:

[http://www.fta.dot.gov/documents/C9070\_1G\_FINAL\_circular\_4-20-15(1).pdf](http://www.fta.dot.gov/documents/C9070_1G_FINAL_circular_4-20-15%281%29.pdf)

The Federal Transit Administration (FTA) provides funds for this program and requires a match of 20 percent for capital expenses and 50 percent for operating expenses by the Applicant or another third party. Mobility management activities are classified as capital expenses.

Please note—the Michigan Department of Transportation (MDOT), at this time, will provide matching funds for the capital projects, but applicants will be responsible for providing the 50% match for operating projects. SMART will not provide your share of the local match in any event.

The Federal funds available for this program are approximately $3,187,714 divided into two categories. Funds from FY 2020 will likely have to be spent by August 2024. This date is subject to change based on MDOT contract and actual award date, and will be confirmed when the Funding contract and/or Vehicle contract(s) are executed with the award recipients.

FTA procurement guidelines must be followed for all capital items that are awarded under this program.

The application is a fill-in form. Please enter your responses directly onto the form. Each cell will expand as needed. You can save the form for your own records, print it, mail it, FAX it or hand deliver it to SMART.

Please make sure your application is complete.

In order for a project to qualify for funding it must provide service in the Detroit Urbanized Area (a census defined boundary) excluding the City of Detroit. Any proposed project providing service outside of this area will not be considered for funding.

Questions can be submitted via e-mail (iholme@smartbus.org) or by phone (313) 223-2161.

**ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES**

**SECTION 5310 APPLICATION**

APPLICANT INFORMATION

|  |  |
| --- | --- |
| LEGAL NAME OF APPLICANT ORGANIZATION | DUNS NUMBER |
| CONTACT PERSON |
| ADDRESS | CITY | STATE | ZIP |
| TELEPHONE | FAX |
| E-MAIL ADDRESS | WEBSITE |

APPLICANT STATUS

[ ] Private Non-profit Organization

[ ] City [ ] Village [ ] Township [ ] Municipality [ ] Authority [ ] Government Agency

[ ] Operator of Public Transportation Service

[ ] Private Operator of Public Transportation Services

Deadline to submit this application is **October 2, 2020 by 3:00 pm**.

* Mailed applications must be postmarked before **October 2, 2020 by 3:00 pm** and sent to:

Ian Holme

SMART

535 Griswold, Suite 600

Detroit, MI 48226

* E-mailed applications must be sent **no later than 3:00pm on** **October 2, 2020**.E-mail address is iholme@smartbus.org
* Hand delivered applications must be receivedinSMART’s offices **by 3:00 pm on October 2, 2020**. The SMART office is located in the Buhl Building at 535 Griswold, Suite 600, Detroit, MI 48226.

**Project Summary- Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310)**

(Complete a separate summary for each project.)

|  |
| --- |
| Project Name |
| Category of Project (Please indicate only one category. If you are requesting funding for more than one category, you must complete a separate application for each category.)“Traditional” 5310 Projects [ ]  “Traditional” 5310 Capital [ ]  “Traditional” 5310 Mobility Management “Other” 5310 Projects (Former New Freedom Projects) [ ]  “Other” 5310 Operating  |
|

|  |
| --- |
| “Traditional” 5310 Capital |
| Federal Share | State Share |
| 80% | 20% |

Funding Split by Category

|  |
| --- |
| “Traditional” 5310 Mobility Management |
| Federal Share | State Share |
| 80% | 20% |

|  |
| --- |
| “Other” 5310 Operating |
| Federal Share | Local Share |
| 50% | 50% |

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| If requesting funds for a vehicle the pricing is as follows: Standard SMART 23ft. Bus: $65,000 (Federal: $52,000/State:$13,000)Standard SMART Van: $60,000 (Federal: $48,000/State: $12,000)Applicant is responsible for obtaining a quote to determine the estimated cost of any capital item that differs from those that are listed above. |
| **Please enter the dollar amount requested for the project in the appropriate boxes below.*** If the project falls under the Capital or Mobility Management category please enter a dollar amount in the Total, Federal and State Amount boxes.
* If the project falls under the Operating category please enter a dollar amount in the Total, Federal and Local Match boxes.
 |
| Total Amount Requested | Federal Amount Requested | State Match Amount | Local Match Amount |
| $ | $ | $ | $ |
| Please identify the specific source(s) of the match funds that will be used for this project. If applying under the Capital or Mobility Management categories please list MDOT as the match source. |
| Please indicate the type of project requested in this application below: |
| Capital | Mobility Management | Operating |
| [ ]  Replacement or Expansion Vehicle[ ]  Computer Hardware and Software[ ]  Dispatch System[ ]  Facility Renovation or Construction[ ]  Other: | [ ]  Travel Trainer[ ]  Mobility Manager[ ]  Dispatch System[ ]  Transportation Coordinating Technology[ ]  Other: | [ ]  Continuation of Service[ ]  Expansion of Service[ ]  New Service[ ]  Other: |
| What will the funds requested in this application pay for?  |
| Why do you need these funds? (What are the needs the project addresses) |
| What are the project goals and objectives? |
| How do you measure your transportation program’s effectiveness and what performance measures are used? (i.e. annual rides or trips provided, cost per ride, cost per mile etc.) |
| How does this project address the needs or gaps identified in SMART’s Coordinated Human Services Transportation Plan? |
| What type of coordination activities does your agency participate in? (i.e. communication events, obtaining customer input, joint driver training programs, coordination of client rides etc.) |
| How do people learn about your transportation program? What type of outreach is done for this program? |
| What is the specific service area for this project? |
| Describe your transportation program’s experience in carrying out a project similar to the one listed in this application (i.e. has your agency received vehicles from SMART before, has your agency successfully received and spent operating dollars from SMART before, number of years your agency has carried out a project similar to the one listed in this application etc.)   |
| If you are requesting mobility management or operating funds in this application, is this project a: [ ]  Continuation of an Existing Program [ ]  Expansion of an Existing Program [ ]  New Program [ ]  I Am Not Applying for Mobility Management or Operating Funds |
| **Vehicle Replacement or Expansion Projects Only**: Please Fill Out the box below:  |
| If you are requesting funds for a replacement or expansion vehicle please fill in the applicable information below for each vehicle: *For Replacement Request:* SMART Vehicle Number:VIN Number:Condition of Vehicle Being Replaced: [ ]  Good [ ] Fair [ ]  Poor*For Expansion Request:*Are you requesting an expansion vehicle? [ ] Yes [ ]  NoNumber of Expansion Vehicles Requested (If Applicable): |
| **Operating Projects Only**: Please fill-out the next **Two** boxes: |
| If this project falls under the operating funding category, explain how this proposed project/service goes beyond what is required by ADA |
| SMART requests that you provide supporting financial documentation regarding your project and/or your transportation program. What type of financial documentation has been included with this application? Please check all that apply[ ]  Audited Financials [ ] Transit Program Budget [ ]  Project Budget [ ]  Other: |
| **If any of the following information has been reported to SMART at a prior date you may answer with “On file with SMART”** |
| What is the total population of the area to be served? |
| What is the total number of seniors and individuals with disabilities in the area to be served? |
| What is the estimated number of seniors and/or individuals with disabilities to be served by this project annually? |
| If your project provides rides or vouchers, please provide an estimated number of annual rides (one-way trips) to be provided as a result of this project. |
| Please provide any additional comments |

**You’re almost done!**

**Please Complete the Vehicle Inventory on the Next Page**

# Vehicle Inventory

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **See NOTE** | **YEAR** | **LOANER (L) OR OWNED (O)** | **VEHICLE ID NO. (Chassis Serial Number)** | **LOCAL/SMART VEHICLE NUMBER** | **LIFT**(Y OR N**)** | **MILEAGE** | **IN SERVICE DATE** | **FUNDING****SOURCE** |
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**Note: Vehicles to be replaced in this application should be identified with an asterisk.**