



**SECTION 5310
PROGRAM:
APPLICANT
WORKSHOP
DECEMBER 8, 2022
12PM**

The workshop will begin shortly. While you wait, please MUTE your microphone and type your first name, your last name, and your organization into the chat box.

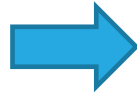
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1. WORKSHOP OVERVIEW

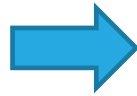
- 5310 Program Overview
- Timeline & Funding
- Application & Scoring
- Q&A

2. WHO

- Emily Thon,
 - WAMPO Public Engagement Coordinator
 - Phone: 316-779-1313
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- Raven Alexander,
 - Wichita Transit Transportation Coordinator
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 - E-Mail: ralexander@wichita.gov



WHAT

- Call for Projects
 - Application Support
 - Project Selection
 - Funding Recommendations
-
- Funding Distribution
 - Grant Management
 - Administrative Oversight
 - Vehicle Procurement

3. PROGRAM GOAL

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

*This Federal Transit Administration (FTA) program aims to improve the mobility of **SENIORS** and individuals with **DISABILITIES** by removing barriers to transportation service and expanding transportation mobility options.*

4. GUIDELINES

- The Section 5310 Program is a cost reimbursement program.
- Local match requirements vary by project type, for example:
 - Vehicle purchases: 15% of net project cost
 - Capital projects: 20% of net project cost
 - Contracting may be considered a “capital project” (20%)
 - Operational projects: 50% of net project cost
- Projects must connect with the goals and strategies of the Coordinated Plan, which may be found at www.wampo.org/wampo-5310

5. VEHICLE REQUESTS

- Vehicle requests should be listed on the project proposal cost sheet.
- Requested vehicle options should be listed on the vehicle worksheet(s) based on the type of vehicle(s) that is being requested:
 - Worksheet A: Paratransit Vans
 - Worksheet B: Full Size Vans
 - Worksheet C: Minivans
- Vehicle procurement will be done by Wichita Transit

6. VEHICLES

- As the 5310 Designated Recipient, Wichita Transit will be the lienholder for the useful life of the vehicle.
- Agencies will be free to decide where the vehicle is maintained (in-house, private business, or at Wichita Transit's maintenance center).
- Preventative maintenance may be provided by Wichita Transit at cost. Major repairs will not be provided.
- Agencies that have their own maintenance or choose maintenance outside of Wichita Transit will **coordinate to include a maintenance plan.**

7. FEDERAL REQUIREMENTS

- Conformity to all of the following requirements, as appropriate, must be determined in order to receive funding:
 - Civil rights
 - Title VI
 - Americans with Disabilities Act
 - Equal Employment Opportunity
 - Disadvantage Business Enterprise
 - Environmental Regulations
 - Environmental Justice
 - Clean Air
 - Clean Water
 - Maintenance
 - Procurement
 - Buy America
 - Lobbying
 - Charter Bus
 - School Bus
 - Debarment & Suspension

8. OTHER REQUIREMENTS

- Federal requirement information may be found in the FTA Master Agreement ([fta-master-agreement-fy2020.pdf](#))
- Wichita Transit asks that all applicants have:
 - Before you can bid on government proposals, you need to get a Unique Entity Identifier (UEI). A UEI is a unique 12-character, alpha-numeric value.
 - The U.S. Small Business Administration's website provides information about obtaining a SAM number. Visit <https://sam.gov/content/duns-uei> for more information.



9. TRADITIONAL CAPITAL PROJECTS

Eligible Applicants include:

- A private nonprofit organization; or A state or local governmental authority that:
 - Is approved by a state to coordinate services for seniors and individuals with disabilities; or
 - Certifies that there are no nonprofit organizations readily available in the area to provide the service.

10. NON-TRADITIONAL OTHER PROJECTS

Eligible Applicants for capital and operations include:

- Private nonprofit organizations
- State/Local government authorities
- Transportation Operators

11. ELIGIBLE PROJECTS

- Both Operating & Capital projects are eligible.
- Eligible projects are listed by type in the application and instructional packet.
- For expanded project detail review the FTA Circular, which may be found on the WAMPO site at:
www.wampo.org/wampo-5310



12. FUNDING

- There is no cap on the dollar amount requested for projects.
- Available dollars include funding for:

| | |
|---|--------------------|
| Traditional Projects (55%) | \$592,430 |
| Grant Administration (10%) | \$107,714 |
| Any Other Projects (including additional traditional) | \$377,000 |
| Total | \$1,077,144 |

13. TIMELINE

Public Notice Survey Due

December 30, 2022

Project Submittals Are Due

Tuesday, February 28th by 5:00 PM

Program Timeline

July 1, 2023 - June 30, 2025

Next Opportunity for Funding

Fall/Winter 2024



14. QUESTIONS

15. APPLICANT INFORMATION

- Application
- Scoring
- Questions



16. APPLICATION

Submit five (5) hard copies and one (1) electronic copy of the completed APPLICATION PACKET by the end of business on **February 28, 2023**.



17. APPLICATION PACKET

1. Cover Letter
2. Application
3. Project Proposal Cost Sheet
4. Vehicle Options Worksheet (if applicable)
5. Public Notice (if self-releasing)

18. COVER LETTER

The COVER LETTER should be signed by an individual with the authority to execute contracts on the organization's behalf and should (at a minimum) include the following information:

- Organizational Vision/Mission Statement(s)
- Brief description of the Population(s) served
- Brief description of Geographic Area Served
- Verification of proposed local match amount and source
- Attach 5310 Public Notice (if self-releasing)

19. PUBLIC NOTICE

- No attachment is needed if participating in the “group public notice.”
- Group notice requests will be accepted through the end of business on December 30th, 2022 at the below link.
- www.surveymonkey.com/r/PublicNoticeSurvey

19. SELF RELEASING PUBLIC NOTICE

For those interested in releasing their own public notice visit www.wampo.org/wampo-5310 for the requirement information.

Example will be posted online today.



20. APPLICATION

- Electronic copies of the application and resource documents may be found at www.wampo.org/wampo-5310
- Describe the project and the people who will be served
- Draw connections to the Coordinated Plan (Posted online)
- Describe the expected impacts, benefits, or outcomes

21. 2023-25 PRIORITY PROJECTS

- Priority ranking will be given to projects that include elements of Regional Coordination and/or Collaboration. This could include coordination among and between:
 - Service Providers
 - Jurisdictions
 - Private Shared Ride Providers (2+ passengers)
 - Geographic Areas
 - Population Targets (seniors and people with disabilities)
- Creativity, community-based need, and partnership are highly encouraged.

22. SUGGESTIONS

- Minimize geographic barriers in and between communities
- Minimize barriers among and between providers
- Includes partnerships and/or coordination among agencies, jurisdictions, businesses, etc.
- Provides options that increase the accessibility and/or the quality of life of seniors/people with disabilities
- Contributes or enhances transportation system collaboration and/or coordination for seniors/people with disabilities

23. IDEAS

- 3rd Party Contracting:
 - Contracting for the provision of transit services with other specialized shared-ride transportation services.
 - Regional Connections (for example minimize barriers geographically or between to communities).
 - Infrastructure needs that serve multiple populations (signs, sidewalks etc.)
 - Regional Coordination (for example, administrative cost share or vehicle usage)

24. QUESTIONS

25. THE APPLICATION

Dora Gallo

- Transportation Planner, WAMPO
- 316.779.1315



26. THE APPLICATION

- Submit requests for operating and capital in one application if part of the same project.
- Multiple vehicles listed within one project application is fine
- Submit separate applications for separate projects
- For expanded detail on the application sections please review the applicant information packet online at www.wampo.org/wampo-5310

27. EVALUATION CRITERIA

Projects will be evaluated based on a 100-point scale using criteria outlined in Coordinated Public Transit-Human Services Plan.

1. Demonstration of Need (up to 10 pts)
2. Addresses Accessibility and/or Collaboration Goals (up to 50 pts)
3. Meets Specific Needs (older adults/disabilities) (up to 30 pts)
4. Coordinated Transit District #9 Member Status (up to 10 pts)

For more details visit: www.wampo.org/wampo-5310



28. DEMONSTRATION OF NEED (10PTS)

- Clear and concise description of need.
- Describes or estimates the number of people to be served by target population (seniors, people with disabilities,...)
- Summarize the gaps between current conditions and desired conditions or "wants."
- Connects to the community needs identified in the Coordinated Plan
- Describes expected impacts, benefits, and/or outcomes

29. ACCESSIBILITY & COLLABORATION GOALS (50PTS)

- Projects that minimizes barriers to transportation for seniors and people with disabilities
- Projects that involve the collaboration/coordination to support the transportation needs of seniors and people with disabilities

30. MEETS SPECIFIC NEEDS (30PTS)

Meets the specific transportation needs of seniors/people with disabilities. Projects could increase the ability to meet the following needs identified in the Coordinated Plan:

- Banking and Shopping/Retail
- Church attendance
- Employment
- Entertainment & Civic Activities
- Medical & Therapy Appointments
- Visiting Family
- Other Routine or Specialized Needs

31. COORDINATED TRANSIT DISTRICT (10PTS)

Scoring is based on the organization's status as a Coordinated Transit District #9 (CTD) member in good standing or the commitment to participation and engagement for new providers.

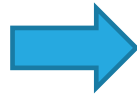
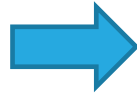
32. QUESTIONS

33. THANK YOU



34. OUR CONTACT INFORMATION

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35. VEHICLE QUESTION

Q: Does a potential applicant need to already have a 5310-vehicle in order to apply?

36. VEHICLE ANSWER

A: It depends on the type of project.

- According to the Federal guidance only 5310-funded vehicles are eligible for projects like adding a lift or other equipment.
- Alternatively, you do not have to have a 5310-funded vehicle to apply for other non-traditional projects or even to fund a new 5310 vehicle.

THANK YOU

WICHITA AREA METROPOLITAN PLANNING ORGANIZATION

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