

Summary of Application Package & Allocation and Application Processes

Application Package

The Application Package included instructions to complete applications, the evaluation criteria, and required certifications. It also provided an overview of the Section 5310 Program, including: 1) eligible applicants and subrecipients; 2) federal and local funding shares; and 3) eligible projects. Each agency was allowed to submit up to two (2) applications: one for Traditional Capital Projects and one for Other Capital and Operating Projects. Traditional Capital Projects are public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable. Other Capital and Operating Projects include public transportation capital and operating projects that exceed the requirements of the Americans with Disabilities Act of 1990 (ADA) or improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA-complementary paratransit service, as well as alternatives to public transportation that assist seniors and individuals with disabilities with transportation. The funding request was limited to \$600,000 per application. A minimum score of 70 points was required for an application to be considered for a funding award.

Allocation Process

The Allocation Process specified the funding available for the FY 2015 Solicitation for Proposals for projects to be implemented in the urbanized areas (UZAs) of Santa Clarita, Lancaster-Palmdale, and Los Angeles-Long Beach-Anaheim. Funding requests from more than one UZA were also possible provided the proposed project had a nexus to the area(s) allocated Section 5310 funds in federal FY 2013 and FY 2014 (e.g., service to/from the UZA funding the project, vehicle and/or other asset is used in the UZA funding the project, etc.). This process made available \$4,713,220 for Traditional Capital Projects to be awarded following a competitive selection process as follows: \$92,231 for projects in the Santa Clarita UZA, \$143,715 for projects in the Lancaster-Palmdale UZA, and \$4,477,274 for projects in the Los Angeles-Long Beach-Anaheim UZA. It also made available \$1,704,747 for Other Capital and Operating Projects to be awarded as follows: \$36,861 for projects in the Santa Clarita UZA, \$52,709 for projects in the Lancaster-Palmdale UZA, and \$1,615,177 for projects in the Los Angeles-Long Beach-Anaheim UZA. The Allocation Process also specified the eligibility of Access Services to receive any remaining funds available for Traditional Capital Projects after Metro completes the competitive process to select projects for a funding award. It also restricted the eligibility of Access Services to apply for only operating funds from the funding marks for Other Capital and Operating Projects.

In November 2014 the Board approved the allocation of \$6,751,327 for Access Services and to amend the FY 2015 Budget to facilitate the disbursement of \$2,535,635 of the total allocation. However, due to the need to comply with federal requirements, the FTA grant will be approved in the first quarter of FY 2016. Accordingly, and contingent on the Board approval of the funding award recommendation of \$235,946 and budget amendment, the FY 2016 Budget will be amended to show a total of \$6,987,273 in Section 5310 funds for Access Services.

Application Process

On November 5, 2014, a notice was sent electronically to over 500 agencies to announce the FY 2015 Solicitation for Proposals, including applicable deadlines, the schedule of workshops for potential applicants, and the anticipated posting date of the Application Package. After the Board's approval, the Application Package and other relevant information were posted on Metro's website on November 17, 2014. Staff also asked the California Association for Coordinated Transportation and the Center for Nonprofit Management to post the funding opportunity on their websites.

Three applicant workshops were held to review the Application Package, including Section 5310 Program requirements, evaluation criteria and the selection process. A total of 51 persons representing 34 agencies participated in these workshops. Although staff indicated the opportunity to organize additional workshops targeted to specific areas and/or stakeholders, no requests were received. To assess funding eligibility and ensure proposed projects are included in the Coordinated Plan to comply with FTA requirements, staff asked potential applicants to submit a two-page maximum "Project Concept" summarizing a proposed project, including milestones, budget, funding sources, need, service area(s), and target population(s). A total of 32 Project Concepts from 28 agencies were received by the February 5, 2015 deadline (with 4 agencies submitting 2 Project Concepts each). Project Concepts were not scored and comments were provided by staff to project sponsors for their consideration in preparing applications. A total of 26 applications were received by the March 27, 2015 deadline (with 4 agencies each submitting 2 applications). The City of Gardena, which had submitted only one Project Concept, submitted two separate applications.