



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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September 2013

Section 5310 Transportation Grant Application
Enhanced Mobility of Seniors & Individuals with Disabilities

For application materials visit: http://www.nh.gov/dot/org/aerorailtransit/railandtransit/grants.htm

This application should be used to request funding from the following source:

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

Applicants should complete one Summary Section (pages 1-2) and the applicable Project Section for each project applied for. If an agency is requesting multiple vehicles for multiple locations, one application should be completed for each location so requests can be considered separately.

Eligible recipients: private non-profit organizations or a State or local governmental authority that is a designated coordinated service providers

Eligible projects: Accessible vehicles and other transit-related capital equipment only.

Table with 4 columns: Project Type, Federal %, State Capital Match, Local (Applicant) Match. Rows include ADA-accessible vehicles and Other equipment.

Application submission:

Format: Double-sided, signed paper copy

Deadline: October 9, 2013 @ 3:00 pm November 15, 2013 @ 3pm

Submit to: NHDOT-Bureau of Rail & Transit, PO Box 483, Concord, NH 03302-0483

Evaluation and selection: DOT staff will evaluate the applications and make selections based on the criteria spelled out in the Department's State Management Plans for FTA programs:

Selection criteria:

Table with 3 columns: Rank, Criteria, Weight. Rows describe community need, coordination plan, and applicant experience.

4	The applicant shows a willingness to utilize vehicle(s) for coordination in the service area and is involved with Regional Coordinating Council(s) and their activities.	10%
5	The applicant successfully demonstrates service efficiency and effectiveness, measured in ridership, service miles, service hours, and costs. New applicants must demonstrate the ability to measure performance and achieve goals.	15%
6	The applicant has identified the financial ability to provide required match and on-going operation and maintenance of the vehicle(s).	10%
7	The applicant identified how the project meets the needs and strategies addressed in the locally developed Coordinated Public Transit-Human Services Transportation Plan.	10%
8	The applicant demonstrated it will meet minimum mileage requirements.	5%
9	Elderly and disabled citizens have full access to the applicant's services	10%
10	The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations, reporting requirements, and maintaining vehicles per OEM guidelines.	10%
		<b>100%</b>

The grant selection process seeks to promote coordinated transportation services while providing service to a wide range of geographical regions as well as minority and disadvantaged groups. Capital grants for vehicles emphasize replacement of vehicles at the end of their useful life to sustain existing service and prioritizes replacement vehicles based on their age and mileage.

**Other information:**

Transportation plans

Coordinated Public Transit-Human Services Transportation Plan: FTA regulations require all 5310 projects to be included in a locally developed, coordinated public transit-human services transportation plan. Generally the development of these plans is managed by regional planning commissions. If a plan has not been adopted in a region, funds may not be granted for these programs. The planning process must include all stakeholders in a region and include a needs assessment and prioritized strategies for addressing transportation needs in the region.

Statewide Transportation Improvement Program (STIP). All USDOT-funded transportation projects must be listed in the STIP. For State-administered programs, the DOT includes a single statewide listing for each program, which fulfills this requirement. It is not necessary to request separate regional inclusion of proposed projects in the STIP.

Attachments

Please refer to the attachments section of the 5310 Application. Contact the Bureau of Rail & Transit with questions about required attachments.

Other Requirements

Certifications and Assurances: All successful applicants will be required to sign Federal Transit Administration (FTA) Certifications and Assurances prior to contract/vehicle award and annually to verify compliance with all Federal requirements.

Agencies must have the required local match available and upon issuance of a purchase order for the vehicle, will be required to submit their local match check to the DOT.

### Vehicle information

**Purchasing.** Vehicles are normally purchased by the State and titled to the receiving agency, with the State retaining a lien to protect the Federal interest. Agencies capable of adhering to FTA procurement guidelines may request permission to purchase vehicles themselves if it can be shown to be cost-effective to do so.

**Vehicle types.** A variety of vehicle types may be purchased under the FTA programs. The DOT has developed specifications for most of these; contact the Bureau of Rail & Transit for more information.

### Program Measures

In addition to program-specific ridership requirements, each program has specific program goals, which must be tracked and periodically reported on. Section 5310 subrecipients are required to submit quarterly reports on vehicle usage and other annual program measures as requested by FTA.