



MEMORANDUM

TO: TPB Technical Committee
FROM: Sergio Ritacco and Lynn Winchell-Mendy, TPB Transportation Planners
SUBJECT: Solicitation for Applications for Enhanced Mobility Grants
DATE: July 3, 2019

PURPOSE

The purpose of this memo is to announce and request assistance from the Technical Committee in publicizing the TPB solicitation for grant applications under the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program (referred to as “Enhanced Mobility”).

The Enhanced Mobility program aims to fill gaps in transportation for older adults and persons with disabilities by providing matching grants for services that go above and beyond traditional public transit and the Americans with Disabilities Act (ADA) complementary paratransit service. Eligible projects include travel training, vehicle acquisition, and volunteer driver programs specifically serving people who have mobility impairments.

SUMMARY

On September 1, 2019, the TPB will begin soliciting applications for Enhanced Mobility grant funding with a deadline of November 4, 2019 at 3 PM. Five pre-application conferences will be held in August: one in Northern Virginia, one in Suburban Maryland, and three at the Metropolitan Washington Council of Governments (MWCOC) offices. Eligible applicants include non-profit agencies, private providers, transit agencies, and local governments. Eligible projects must benefit populations in the Washington DC-VA-MD Urbanized Area, which is shown in Figure 1. You can help by distributing the attached flyer within your agency and external contacts with details for potential applicants. The flyer includes information on eligibility, the competitive selection process, and the dates and locations of the mandatory pre-application conferences. Additional details can be found at mwcog.org/enhancedmobility.

BACKGROUND

MWCOG is the designated recipient for the Enhanced Mobility program for the Washington DC-VA-MD Urbanized Area. The program provides approximately \$5 million every two years in matching federal grants for non-profit organizations, local governments, transit agencies, and private for-profit providers through matching grant funds for capital and operating expenses. The FTA grant funding is meant to incentivize coordination of services; the intent is for agencies to work together to provide specialized transportation to clients and to eliminate any duplication and to potentially save on costs. Federal and state regulatory barriers make coordination of actual services across state lines in

a multi-state region difficult to achieve. However, the TPB has had success with funding grants that promote the coordination of services within a single jurisdiction or a single state.

The TPB has conducted three solicitations for Enhanced Mobility grants since 2017 and funded 49 projects totaling over \$18 million. Prior to the Enhanced Mobility program, the TPB facilitated seven solicitations for FTA's JARC and New Freedom programs, and 59 projects totaling over \$22 million were funded and implemented.

A peer workshop highlighting innovative practices by grantees of was held on May 29, 2019 and was featured in the June 25, 2019 TPB News article "[Enhanced Mobility grantees share best practices to meet regional transportation needs.](#)"

The Coordinated Plan

The federally-required Coordinated Human Service Transportation Plan ("Coordinated Plan") guides the implementation of the Enhanced Mobility program. The Coordinated Plan identifies the unmet transportation needs of people with disabilities and older adults, strategies and priority projects for addressing the unmet needs, and outlines the competitive selection process for grant funding. The TPB adopted the Coordinated Plan in 2018 which was developed under the guidance of Access for All Advisory Committee, which provides guidance on priority projects for the funding and any updates of the Coordinated Plan, amongst other responsibilities. Every two years the TPB issues a solicitation for grant applications.

2019 ENHANCED MOBILITY GRANT SOLICITATION

The TPB will conduct a solicitation for grant applications from September 1 to November 4, 2019. Approximately \$5.6 million in federal funds is available for capital and operating grants that improve transportation for people with disabilities and older adults. Important elements include:

- Funds must be matched by the applicant by the of application:
 - 20% for capital or mobility management grants
 - 50% for operating grants.¹
- Projects must benefit populations within the Washington DC-VA-MD Urbanized Area as shown in Figure 1.
- Grants are for two-years of funding and Federal rules require that at least 55% of the funds be spent on capital projects for non-profit agencies and qualifying local governments.

Competitive Selection Process and Priority Projects

The Coordinated Plan outlines the selection process for Enhanced Mobility grants. An independent selection committee, chaired by a TPB member, will be comprised of local and national experts in transit, human services, disabilities and aging who will review the applications and make recommendations for funding to the TPB. In past years, applicants have requested twice as much funding as what is available. Selection Committee members evaluate applications on the selection criteria listed here and further described at mwcog.org/enhancedmobility:

- Coordination among agencies;
- Responsiveness to the TPB's Coordinated Human Service Transportation Plan (Strategies and/or Priority Projects);
- Institutional capacity to manage and administer an FTA grant (includes past grant performance);
- Project feasibility;

¹ FTA defines mobility management as short-range planning and management activities and grants for improving coordination among public transportation and other transportation service providers.

- Regional need;
- Equity Emphasis Areas; and
- Customer focus.

The TPB’s Coordinated Plan identifies the following priority projects to make the best use of limited grant funding, and the AFA Committee confirmed these priorities at its June 7, 2017 meeting. Applications that respond to any of the priority projects will receive up to 12 points in the selection process scoring which is comprised of seven criteria that total to a maximum of 100 points. Applicants can still propose eligible projects other than the priority projects. For specific eligibility guidance, see the FTA circular 9070.1G² or contact TPB staff. More details about the priority projects are here:

[mwkog.org/assets/1/6/Priority Projects from ADOPTED COORDINATED PLAN 12.19.18.pdf](http://mwkog.org/assets/1/6/Priority%20Projects%20from%20ADOPTED%20COORDINATED%20PLAN%2012.19.18.pdf).

Priority Projects

- Mobility Management
- Coordinated Planning Efforts
- Travel Training
- Door-through-Door or Escorted Transportation Service
- Increase Access to Transit Stations
- Increase Wheelchair-Accessible Options in Taxi and Ride-Hailing Services
- Volunteer Driver Programs
- Tailored Transportation Service for Clients of Human Service Agencies

Pre-Application Conferences

TPB staff will be holding five pre-application conferences to provide potential applicants with information on eligible projects, the online application process, how to use the grant budget templates, the federal requirements, and the TPB’s selection process. Every applicant must attend a session and registration is required; details are at mwkog.org/enhancedmobility.

Thursday, August 1, 2019
10:00 AM to 12:00 PM
MwCOG Room 1
Washington, DC

Wednesday, September 4, 2019
1:00 PM to 3:00 PM
MwCOG Training Center
Washington, DC

Thursday, August 15, 2019
10:00 AM to 12:00 PM
Tyson-Pimmit Library
Fairfax, VA

Tuesday, September 10, 2019
1:00 PM to 3:00 PM
MwCOG Room 1
Washington, DC

Tuesday, August 20, 2019
10:00 AM to 12:00 PM
Montgomery County Planning Dept.
Silver Spring, MD

SOLICITATION OUTREACH AND ADVERTISING

Staff will announce this grant opportunity in several ways: distribution to the TPB, the Access for All Advisory committee, email announcements, and other TPB communication channels including mentions in *TPB News*, social media posts, and limited media placement.

To ensure as many potential applications are aware of this opportunity throughout the region, staff requests that Technical Committee members share the attached Solicitation-at-a-Glance flyer within

² FTA Circular 9070.1G is at <https://www.federalregister.gov/documents/2014/06/06/2014-13178/enhanced-mobility-of-seniors-and-individuals-with-disabilities-final-circular>

their agencies, external contacts, and engage TPB members to assist in promoting in your communities.

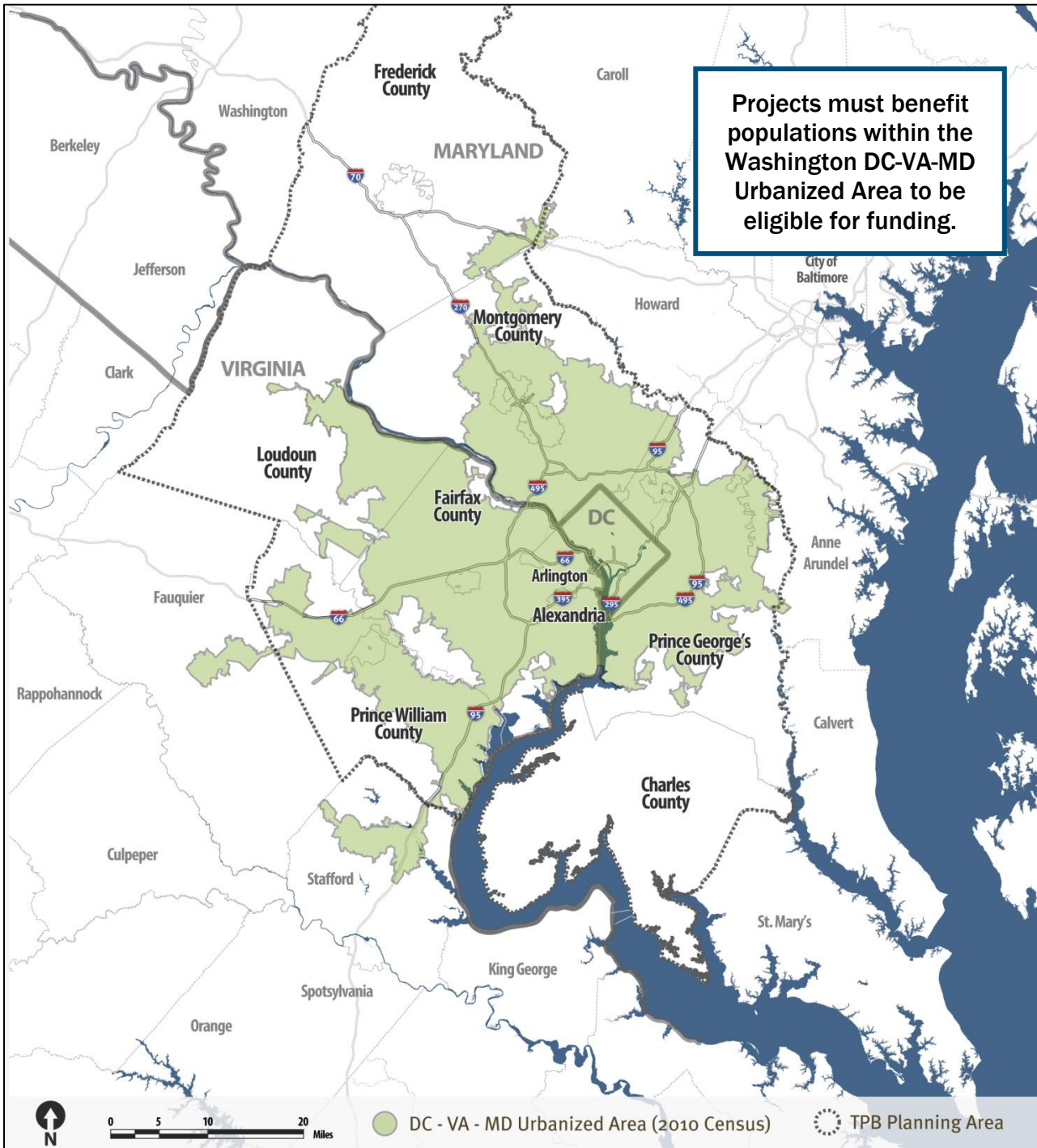
TIMELINE

After the TPB approves the Selection Committee's recommendations for grant funding (anticipated for January or February 2020), TPB staff will notify applicants in writing and those selected for funding will have approximately 30 days to complete the required FTA documents. Following FTA approval, COG will provide sub-grant agreements to the recipients. Depending on the timing of FTA approval and the final signature of the sub-grant agreements, grantees can expect to begin project implementation in March or April 2021.

FOR MORE INFORMATION

Please contact Lynn Winchell-Mendy (lmendy@mwkog.org, (202) 962-3253) or Sergio Ritacco (sritacco@mwkog.org, (202) 962-3232) with questions.

FIGURE 1: THE WASHINGTON DC-VA-MD URBANIZED AREA



For detailed jurisdictional maps with zip codes, visit: mwcog.org/transportation/programs/enhanced-mobility/solicitation-process/eligible-urbanized-area/



ENHANCED MOBILITY PROGRAM: 2019 GRANT SOLICITATION

The National Capital Region Transportation Planning Board (TPB) at the Metropolitan Washington Council of Governments (COG) will conduct a solicitation for applications for the Federal Transit Administration's Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) grant program from September 1 through November 4, 2019 with pre-application conferences starting in August 2019.

Funding Amounts

Approximately \$5.6 million in federal funds will be available; possible additional \$1.3 million in reallocated dollars from prior fiscal years; funds must be matched by the applicant: 20% for capital or mobility management grants and 50% for operating grants. Matching funds must be identified by the time of application.

The Enhanced Mobility of Seniors and Individuals with Disabilities program enhances mobility for seniors and people with disabilities by providing matching grants for transportation services that go above and beyond traditional public transit and paratransit service.

Eligibility

Non-profit agencies, private providers, transit agencies and local governments are eligible. Both capital and operating projects are eligible, but the project must serve the Washington DC-VA-MD Urbanized Area; detailed maps are at mwkog.org/enhancedmobility. For specific eligibility guidance, see the FTA circular 9070.1G or contact staff.

Priority Projects

Priority Projects have been identified to address significant gaps in transportation for people with disabilities and older adults. The eight priority projects include travel training, mobility managers and taxi and shuttle services among others and can be found at mwkog.org/enhancedmobility. Applications responding to priority projects can receive additional points in the selection scoring process, which includes seven criteria totaling a maximum of 100 points.

Pre-Application Conferences

Applicants must attend a pre-application conference.

Register at mwcog.org/transportation/programs/enhanced-mobility/solicitation-process/pre-application-conferences/

Thursday, August 1, 2019

10:00 AM – 12:00 PM
Metropolitan Washington
Council of Governments
Room 1
777 N. Capitol Street, NE
Washington, DC 20002

Wednesday, September 4, 2019

1:00 PM – 3:00 PM
Metropolitan Washington
Council of Governments
Ron Kirby Training Center
777 N. Capitol Street, NE
Washington, DC 20002

Thursday, August 15, 2019

10:00 AM – 12:00 PM
Tysons-Pimmit Regional Library
Room 1
7584 Leesburg Pike
Falls Church, VA, 22043

Tuesday, September 10, 2019

1:00 PM – 3:00 PM
Metropolitan Washington
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Room 1
777 N. Capitol Street, NE
Washington, DC 20002

Tuesday, August 20, 2019

10:00 AM – 12:00 PM
Montgomery County Planning Department
Lobby Auditorium
8787 Georgia Avenue
Silver Spring, MD 20910

Competitive Selection Process

An independent selection committee will make recommendations for funding to the TPB based on the seven selection criteria that total a maximum of 100 points. The selection criteria can be found at mwcog.org/enhancedmobility and include the following:

- Demonstration of coordination among agencies and/or jurisdictions;
- Responsiveness to the TPB's Coordinated Human Service Transportation Plan (Strategies and/or Priority Projects); and
- Institutional capacity of the applicant to manage and administer an FTA grant including prior grant performance (if applicable).

FOR MORE INFORMATION OR TO BE ADDED TO THE E-MAIL LIST, PLEASE CONTACT:

Lynn Winchell-Mendy, Transportation Planner: lmendy@mwcog.org, 202-962-3253

Sergio Ritacco, Transportation Planner: sritacco@mwcog.org, 202-962-3232

2019 SOLICITATION FOR GRANT APPLICATIONS

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

Sergio Ritacco
Transportation Planner

TPB Technical Committee
July 12, 2019



National Capital Region
Transportation Planning Board

Agenda Item #10

Purpose

- Provide brief overview of program and upcoming solicitation to prepare interested applicants in applying.



FTA Enhanced Mobility Program

“Improve mobility for seniors and individuals with disabilities...by removing barriers to transportation services and expanding the transportation mobility options available.”

- Matching grants that go above and beyond traditional public transit and ADA complementary paratransit service

Upcoming Solicitation Details

- Pre-Application Conferences:
August - September 2019
- Solicitation dates:
September 1 - November 3, 2019
- Funding:
Approximately \$5.6 million
Possible additional \$1.3 million in reallocated dollars from prior fiscal years

Upcoming Solicitation Details, Cont'd.

- Matching funds (identified by application):
 - Operating: **50%**
 - Capital and Mobility Management: **20%**
- Funding period: **2-years**

Upcoming Solicitation Details, Cont'd.

- Who can apply?
Non-profit agencies, private providers, transit agencies, and local governments
- What type of projects?
Capital and operating grants that improve transportation for people with disabilities and older adults

Upcoming Solicitation Details, Cont'd.

- **Mandatory Pre-Application Conferences:**

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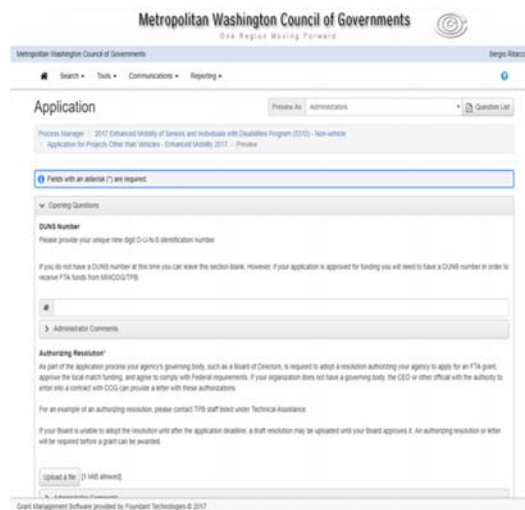
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Application Process: On-line System

- Application process and required documentation is extensive and comprehensive

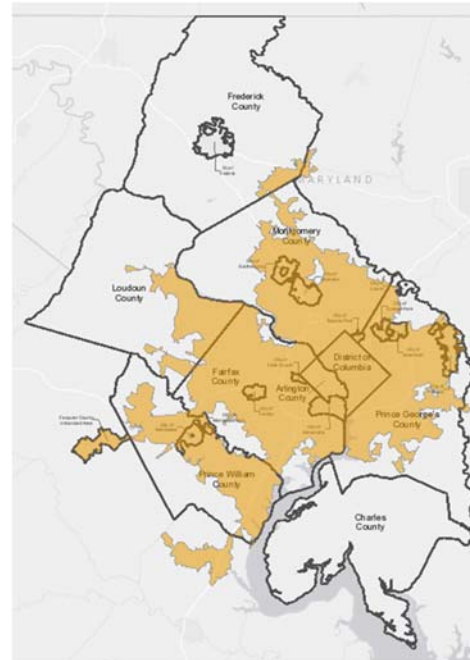


The screenshot shows the 'Application' page of the Metropolitan Washington Council of Governments' online system. The page title is 'Application' and it includes a search bar and navigation tabs for 'Previous As', 'Administrators', and 'Question List'. The main content area displays the application details for '2017 Enhanced Mobility of Seniors and Individuals with Disabilities Program (EMSID) - New Vehicle' and 'Application for Projects Other than Vehicles - Enhanced Mobility 2017'. A prominent message states 'Fields with an asterisk (*) are required'. Below this, there is a section for 'DUNS Number' with instructions to provide a unique nine-digit D-U-N-S identification number. An 'Administrator Comments' section is also visible, along with an 'Authorizing Resolution' section that explains the requirement for a governing body's approval. At the bottom, there is an 'Upload a file' button and a footer note: 'Grant Management Software provided by Proskiant Technologies © 2017'.

Washington DC-VA-MD Urbanized Area

**Projects must benefit
populations in the
Washington DC-VA-MD
Urbanized Area**

See interactive map:
mwcog.org/enhancedmobility



Selection Process

- Selection Committee of local representatives and national experts; chaired by a TPB member
- Established by the Coordinated Human Service Transportation Plan
- Schedule:
 - **Funding recommendations to the TPB late-2019**
 - **TPB action to approve in early-2020**

Selection Process

- Selection Criteria include seven categories:
 - Coordination among agencies
 - Responsiveness to Coordinated Plan (includes scoring for priority projects)
 - Capacity to manage an FTA grant
 - Project feasibility
 - Regional need
 - **NEW Equity Emphasis Areas**
 - Customer focus

Priority Projects

Priorities confirmed by AFA Committee to respond to the most significant unmet transportation needs:

- Mobility Management
- Coordinated Planning Efforts
- Travel Training
- Door-through-door or Escorted Transportation Service
- Increase Access to Transit Stations
- Increase Wheelchair-Accessible Options in Taxi and Ride-Hailing Services
- Volunteer Driver Programs
- Tailored Transportation Service for Clients of Human Service Agencies (Vehicle Acquisition)

Learn More and Help Spread the Word

- For more information:
mwcog.org/enhancedmobility
- Help TPB staff promote the grant opportunity
- Engage TPB members to help spread the word



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National Capital Region
Transportation Planning Board

Agenda Item #10: 2019 Enhanced Mobility Solicitation
July 12, 2019

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