



MEMORANDUM

TO: TPB Technical Committee
FROM: Sergio Ritacco, Wendy Klancher, and Lynn Winchell-Mendy, TPB Transportation Planners
SUBJECT: Solicitation for Applications for Enhanced Mobility Grants
DATE: June 30, 2017

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 August 14, 2017, the TPB will begin soliciting applications for Enhanced Mobility grant funding with a deadline of November 3, 2017 at 2 p.m. Five pre-application conferences will be held in August; one in Northern Virginia, one in Suburban Maryland, and three at COG. Eligible applicants are non-profit agencies, private providers, transit agencies, and local governments. Eligible projects must end or begin in the Washington DC-VA-MD Urbanized Area, which is shown in Figure 1. Attached you will also find a draft flyer with the details for potential applicants which we will ask that you distribute within your agency and external contacts. 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 tpbcoordination.org.

BACKGROUND

The Metropolitan Washington Council of Governments, (COG) is the designated recipient for the Enhanced Mobility program for the Washington DC-VA-MD Urbanized Area. The program provides approximately \$2.5 million per year in matching 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, meaning agencies working together to provide specialized transportation to clients and eliminate any duplication and 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 two solicitations for Enhanced Mobility grants since 2014 and funded 34 projects totaling over \$10 million. The list of funded projects can be found at tpbcoordination.org. A peer workshop highlighting innovative practices by grantees of Enhanced Mobility, New Freedom, and Job Access and Reverse Commute (JARC) funding was held on May 31, 2017 and was featured in the June 13, 2017 TPB News article "[Enhanced Mobility grantees share the secrets to their success.](#)"

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.

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 2014 which was developed under the guidance of the former Human Service Transportation Coordination Task Force and the Access for All Advisory Committee. Every two years the TPB issues a solicitation for grant applications.

Currently, the Access for All Advisory Committee is tasked with providing guidance on priority projects for the funding and any updates of the Coordinated Plan. The Human Service Transportation Coordination Task Force was phased-out in 2016 due to the completion of its objectives.

2017 ENHANCED MOBILITY GRANT SOLICITATION

The TPB will conduct a solicitation for grant applications beginning on August 14 to November 3, 2017. Approximately \$4.5 million in federal funds is available for capital and operating grants that improve transportation for people with disabilities and older adults. These funds must be matched by the applicant: 20% for capital or mobility management grants and 50% for operating grants.¹ Matching funds must be identified by the time of application. Projects must end or begin in the Washington DC-VA-MD Urbanized Area as shown in Figure 1. The grants are for two-years of funding. 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 tpbcoordination.org:

- Coordination of Specialized Transportation among Agencies;
- Responsiveness to the TPB's Coordinated Human Service Transportation Plan (Strategies and/or Priority Projects);

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.

- Institutional Capacity to Manage and Administer an FTA grant (includes past grant performance);
- Project Feasibility;
- Regional Need; 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 May 11, 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 six criteria that total to a maximum total 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: <http://bit.ly/2u3BDpy>

Priority Projects

• Mobility Manager at the Local Government Level	• Tailored Transportation Service (Vehicle Acquisition)
• Challenge Grant for Coordinated Planning Efforts	• Deviated Bus or Feeder Service
• Personal Mobility Counseling Services	• Use of Wheelchair Accessible Taxis
• Travel Training	• Shuttle or Taxi Service to Transit
• Door-through-Door Service	• Volunteer Driver Programs
• Sensitivity and Customer Service Training	• Bus Stop and Sidewalk Improvements

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 tpbcoordination.org.

Thursday, August 3 1:30 p.m. to 3:30 p.m.	Thomas Jefferson Library Falls Church, VA
Tuesday, August 8 2:00 p.m. to 4:00 p.m.	COG Room 1
Wednesday, August 16 11:00 a.m. to 1:00 p.m.	MD-National Capital Park & Planning Commission: Silver Spring, MD
Wednesday, August 23 2:00 p.m. to 4:00 p.m.	COG Room 1
Tuesday, August 29 10:00 a.m. to 12:00 noon	COG Room 1

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>

SOLICITATION OUTREACH AND ADVERTISING

Staff will announce this grant opportunity in several ways: distribution to the TPB, the Access for All Advisory committee, email-blasts 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 their agencies, external contacts, and engage TPB members to assist in promoting in your communities.

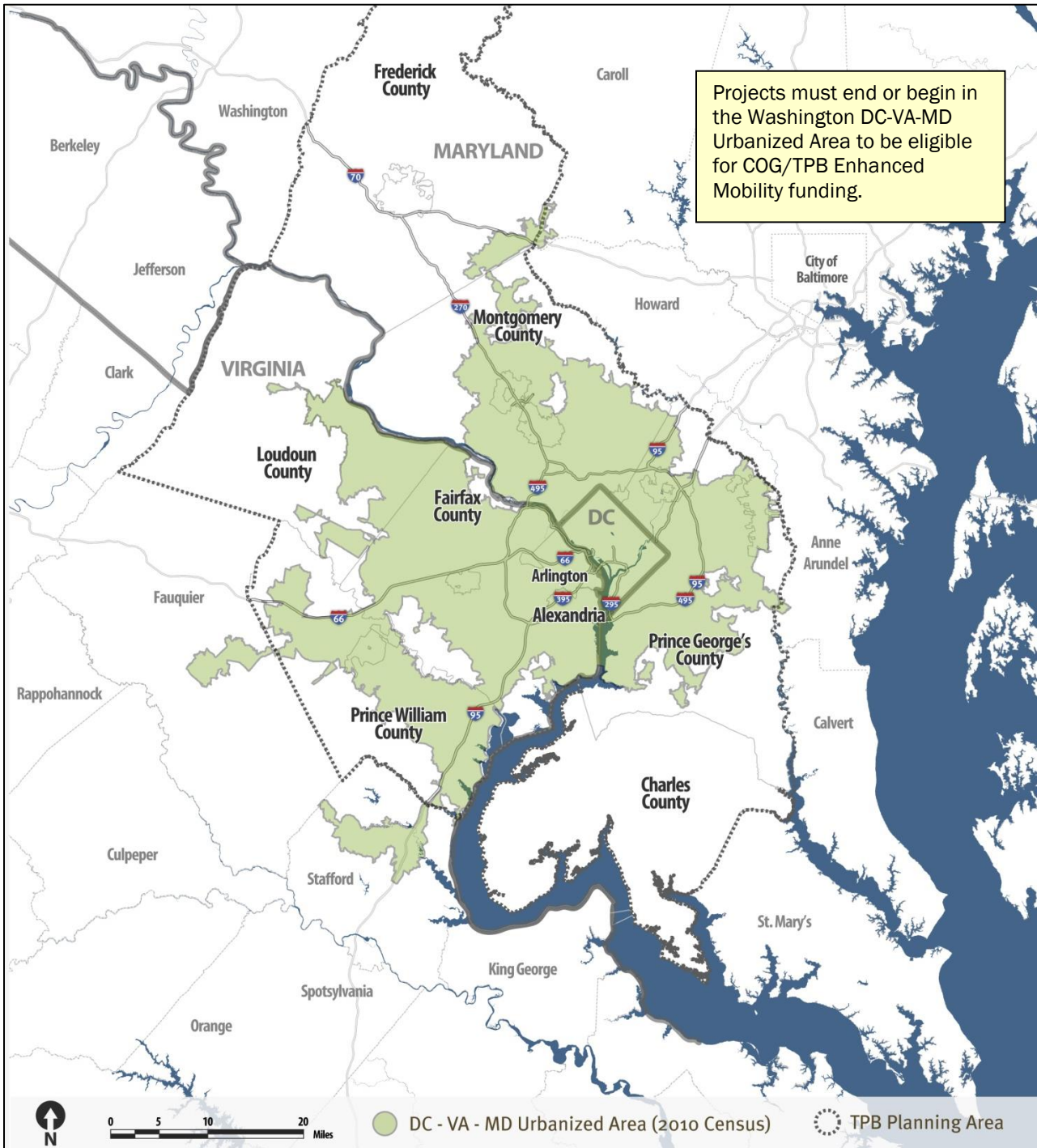
TIMELINE

After the TPB approves the Selection Committee's recommendations for grant funding (anticipated for January or February 2018), 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 2019.

FOR MORE INFORMATION

Please contact Lynn Winchell-Mendy (lmendy@mwkog.org, (202) 962-3253), Sergio Ritacco (sritacco@mwkog.org, (202) 962-3232), or Wendy Klancher (wklancher@mwkog.org, (202) 962-3321) with questions.

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



For detailed jurisdictional maps with zip codes, visit tpbcoordination.org/resources.



ENHANCED MOBILITY PROGRAM 2017 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. **Applications will be accepted Monday, Aug. 14 through 2:00 P.M. Friday, Nov. 3, 2017.**

FUNDING AMOUNTS

Approximately \$5.5 million in federal funds will be available. 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 persons 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 service must begin or end in the Washington DC-VA-MD Urbanized Area. Detailed maps are at tpbcoordination.org. 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 older adults and people with disabilities. The list of 12 priority projects includes travel training, mobility managers, and taxi and shuttle services, among others. Find the full list at bit.ly/2u3BDpy.

Applications that respond to any of the priority projects will receive up to 12 points in the selection process scoring which includes six criteria that total to a maximum of 100 points.

PRE-APPLICATION CONFERENCES

Applicants must attend a pre-application conference and registration is required. Register at tpbcoordination.org.

- **Thursday, August 3**
1:30–3:30 P.M.
Thomas Jefferson Library, Falls Church, VA
- **Tuesday, August 8**
2:00–4:00 P.M.
COG, Washington, D.C.
- **Wednesday, August 16**
11:00 A.M.–1:00 P.M.
Maryland-National Capital Park & Planning Commission, Montgomery County, MD
- **Wednesday, August 23**
2:00–4:00 P.M.
COG, Washington, D.C.
- **Tuesday, August 29**
10:00 A.M.–12:00 P.M.
COG, Washington, D.C.

COMPETITIVE SELECTION PROCESS

An independent selection committee will make recommendations for funding to the TPB based on the six selection criteria that total a maximum of 100 points. The selection criteria can be found at tpbcoordination.org 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)
- Institutional capacity of the applicant to manage and administer an FTA grant including prior grant performance (if applicable)

If you have questions or need assistance, contact:

Lynn Winchell-Mendy, COG Grants Manager: lmendy@mwkog.org, (202) 962-3253

Sergio Ritacco, Website and Application Support: sritacco@mwkog.org, (202) 962-3232