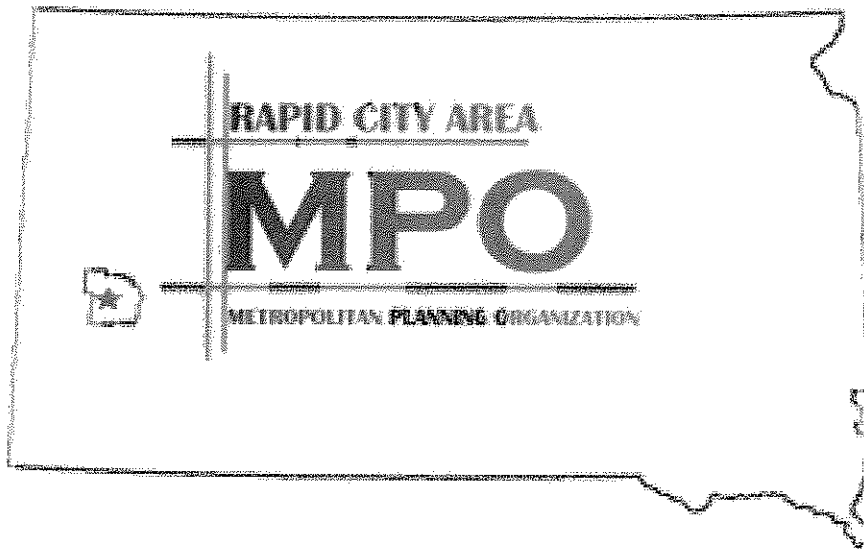


2017
FTA SECTION 5310
APPLICATION

Mobility of Seniors and Individuals with Disabilities



Rapid City Area Metropolitan Planning Organization
300 Sixth Street Rapid City, SD 57701

Kelly Brennan
Kelly.Brennan@rcgov.org
605-394-4120

The Rapid City Area Metropolitan Planning Organization (MPO) provides services without regard to race, color, gender, religion, national origin, age or disability, according to the provisions contained in SDCL 20-13, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990 and Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994.

Any person who has questions concerning this policy or who believes they have been discriminated against should contact Patsy Horton with the Rapid City Area MPO at 605-394-4120.

**2017 FTA SECTION 5310
FUNDING PROCESS OVERVIEW / APPLICATION INFORMATION
FOR MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES**

Submission:

Applications available: January 3, 2017

Applications due: February 6, 2017

A paper copy of the application must be submitted. Original signatures are required where appropriate. Mail or deliver the original to:

Kelly Brennan, Long Range Planner II
Rapid City Area Metropolitan Planning Organization
300 Sixth Street
Rapid City, SD 57701

Please read this Funding Process Overview / Application Information before you attempt to complete the application. It will give you a better understanding of the Program and the information that should be included in your application.

If needed and after you have answered all of the questions on the application, you may add a narrative at the end of the application to describe the project in more detail.

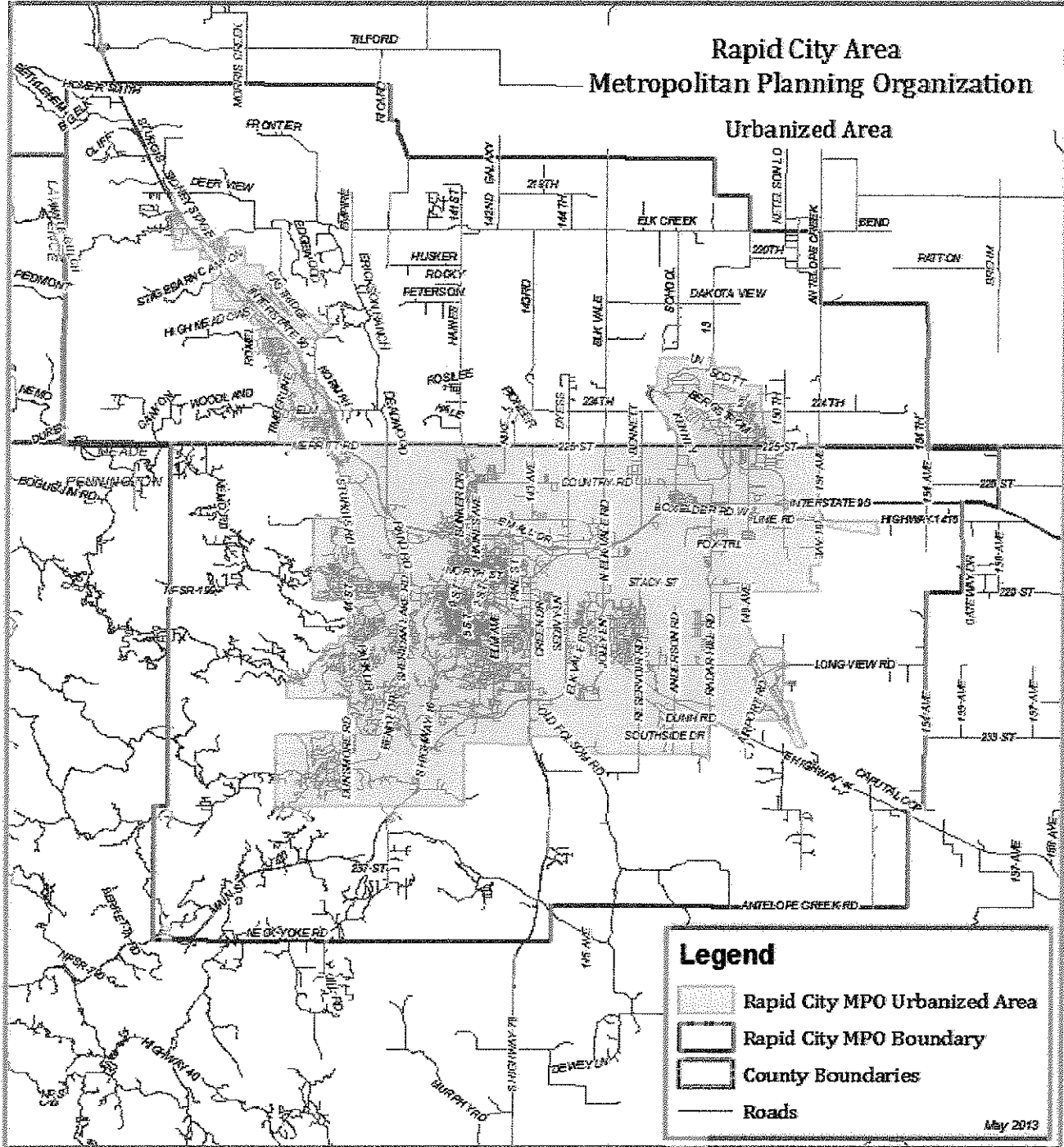
Incomplete or late applications will not be accepted.

The Rapid City Area Metropolitan Planning Organization will provide to the South Dakota Department of Transportation a recommendation no later than April 2017, with the anticipated award in May 2017.

Please email all questions to Kelly.Brennan@rcgov.org

Eligible Area

Applications will be accepted only from organizations which serve individuals in the Rapid City Area Metropolitan Planning Organization's Urbanized Area, as shown in blue on the map below.



Coordinated Public Transit - Human Services Transportation Plan

All projects that are approved for funding must be included in the locally developed, 2013-2017 Coordinated Public Transit – Human Services Transportation Plan. In this context, project

means strategy, activity or action. Please contact Kelly.Brennan@rcgov.org for the website link.

The Coordinated Plan examines transportation needs of certain targeted groups and strategies intended to address those needs and ways to coordinate services among the many providers of transportation services and providers of human services.

Section 5310 Overview

There are two components or distinct goals to the Section 5310 Program.

First, the “**Traditional**” component of the Section 5310 Program must be used for capital projects (vehicles) that are public transportation 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. This component is the same as what has been previously administered by SDDOT.

The “**Traditional**” component of Section 5310 is meant for private non-profit organizations, which serve a client base that cannot access public transportation because public transportation is insufficient, inappropriate, or unavailable. These funds help agencies provide transportation services for seniors and disabled individual clients they serve. Eligible vehicles include vans (excluding mini-vans), modified vans, and small/medium/large transit vehicles. The “**Traditional**” component funds may be used for 80% of capital expenses with a 20% local match.

Second, the “**New Freedom**” component of the Section 5310 Program, which is replacing the repealed New Freedom Program, is available for capital and operating expenses that support public transportation services beyond those required by the Americans with Disabilities Act and public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities and seniors with accessing transportation services, including, but not limited to, transportation to and from jobs and employment support services.

For the purpose of the “**New Freedom**” component of Section 5310, FTA defines services beyond ADA requirements to mean services not specifically required in ADA and Department of Transportation regulations. Services funded through the “**New Freedom**” component of Section 5310 must go beyond compliance with ADA. Both public transportation services and public transportation alternatives are required to go beyond the requirements of ADA and must (1) be targeted toward seniors and individuals with disabilities; and (2) meet the intent of the program by removing barriers to transportation and assisting seniors and persons with disabilities with transportation, including transportation to and from jobs and employment services. The “**New Freedom**” component funds may be used for 80% of capital expenses with a 20% local match and 50% of operating expenses with a 50% local match.

The “**New Freedom**” component funds are available for transportation services provided by:

- Private non-profit organizations determined by the Secretary of Treasury to be an organization described by 26 U.S.C. Section 501(c) which is exempt from taxation under 26 U.S.C. Section 501 (a) or Section 101
- State agencies or local governmental authorities
- Operators of public transportation services, including private operators of public transportation services

Examples of the types of projects that may use “**New Freedom**” program funds include, but are not limited to:

- Purchasing vehicles and supporting accessible taxi, ride sharing and van pooling programs
- Enhancing paratransit services beyond minimum requirements of ADA:
 - Expansion of paratransit service parameters beyond the 3/4 mile required by ADA
 - Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services
 - The incremental cost of providing same day services
 - The incremental cost of making door-to-door service available to all eligible ADA paratransit riders, but not as a reasonable modification for individual riders in an otherwise curb-to-curb system
 - Enhancement of the level of service by providing escorts or assisting riders through the door of their destination
 - Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimension and weight ratings established for common wheelchairs under ADA and labor costs of aides to help drivers assist passengers with over-sized wheelchairs
 - Installation of additional securement locations in public buses beyond what is required by ADA
- Feeder services
- Making accessibility improvements, such as paths, sidewalks, signage and other accessibility features, to transit and intermodal stations not designated as key stations
- Supporting the administration and expenses related to a voucher program for transportation services offered by human service providers
- Supporting volunteer driver and aide programs
- Supporting mobility management and coordination programs among public transportation providers and other human service agencies that provide transportation

Application

The application should address these issues as applicable:

- Transportation gaps and barriers should either be identified through the locally developed, Coordinated Public Transit – Human Services Transportation Plan or derived from a documented assessment of needs within the designated communities of concern.
- Description of the overall program goals and objectives, showing how the project is consistent with the objectives of the “**Traditional**” and “**New Freedom**” components of the Section 5310 Program
- Description of currently available transportation services
- Description of the specific area this project will service, including pertinent demographic data and/or maps
- How existing resources are being leveraged in support of the project
- How public awareness of the project will be promoted
- Identify clear, measurable, outcome based performance measures to track the effectiveness of the service in meeting the identified goals and the impact the project will have on seniors and/or individuals with disabilities
- Include letters of support from key stakeholders

For projects seeking funds to support program operations, applicants must provide a well-defined service operation plan, including the implementation steps and timelines for carrying out the plan. The service operation plan should include:

- The number of unduplicated persons expected to be served, and the number of trips expected to be provided
- Key personnel assigned to this project and their qualifications
- Organization's ability to carry out the service delivery aspect of the project

For projects seeking funds for capital projects purposes, the applicant must provide a rationale for the use of funds for this purpose, and demonstrate that no other sources of funds are available to meet this need. The application should include:

- An implementation plan and timeline for completing the capital project
- Description of key personnel assigned to this project, and your organization's history with similar types of projects
- Detailed descriptions of vehicles to be acquired and of those being replaced
- Description of the extent and urgency of need for the new vehicle such as age, miles, and condition of current vehicles and how it impacts the services you provide
- Provisions to assure the proper maintenance of vehicle
- Provisions to assure the safe operations of vehicle

Proposals should address long-term efforts and identify potential funding sources for sustaining the service beyond the grant period.

Application Budget

Projects must submit a clearly defined project budget. The budget should:

- Indicate the total amount of funds requested for this project
- Indicate the expenditure type or activity line item, and the amount of funds requested for each as applicable
- Include an explanation of the assumptions used to develop the budget, if applicable, such as estimated cost per trip or other unit of service
- Describe proposed efforts to ensure cost effectiveness; applicant should demonstrate how using this funding leverages resources to the maximum possible extent

Project Evaluation

Completed applications submitted on time will be part of a competitive selection process coordinated by the Rapid City Area MPO.

Projects will be evaluated on the following:

- Supports local Coordinated Plan and demonstrates willingness to participate in coordinated activities
- Organization's need for funding of project
- Number of persons served, hours of operation, annual miles, and limitations of service.
- Organization's ability to continue project in the future; the quality, scope,

- effectiveness, and sustainability of the project
- Organization's management capability including experience in managing transportation services
- Efficient use of funds

Project Reporting

If funding is approved for your project, there will be on-going reporting responsibilities. Information such as increases or enhancements that impacted the availability of transportation, individuals served, service miles, coordination efforts, and sustainability may be required. In addition, the funded organization will be required to comply with various federal requirements under 49 U.S.C. 5307 and other Federal certifications and assurances such as civil rights, drug testing and alcohol, procurement and others. These responsibilities and requirements will be outlined through an agreement with the recipient and the SDDOT.

Section 5310 Program Schedule:

Applications available: January 3, 2017

Applications due: February 6, 2017 by 4:00 p.m.

Rapid City Area MPO Review, Evaluation and Recommendation Process Ends:
April 30, 2017

Notification to Applicants: Anticipated before June 2017

2017 APPLICATION FOR SECTION 5310 MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES

(All questions must be answered within the question block. A “see attached” response will be considered a non-answer. Question 13 is mandatory. If applying, request a link from Kelly.Brennan@rcgov.org .)

1. Organization/Agency Name: Rapid Transit System
Project Name: RapidRide Bus Stops
Executive Director or top official: Rich Sagen, Transit Division Manager
Contact person for this project: Cindy McQuilkin
Title:
Address: 333 6th St
City: Rapid City State: SD Zip Code: 57701
Phone: 605-394-6631 E-mail: cindy.mcquilkin@rcgov.org

2. Is your organization a Public Entity, Private Non-Profit, Public Transit Operator?
(Please indicate which)

Public Transit Operator

3. Describe the organization’s primary mission. Provide an overview of the agency service area and type of services it offers.

It is our mission to provide safe and reliable public transportation to locals and visitors. We have a fixed route system (RapidRide) comprised of six routes that run throughout the City.

4. Describe your current transportation services.

Include information on each of these points:

- Describe when (the days and hours that service is available) your current transportation service is operated

RapidRide provides service Monday through Friday from 6:20 AM – 5:50 PM. Saturday service is from 9:50 AM – 4:40 PM.

- Describe your ridership eligibility

RapidRide is open to the public. Half fares are provided for those 60 and over, disabled, and Medicare card holders.

- Describe your service area

RapidRide travels along six established routes within the corporate city limits.

- Describe the type of service

RapidRide is a fixed route service with departures from the Milo Barber Transportation Center at 35 minute frequencies.

- Provide the number of people served

300,000 trips per year

- Provide the number of one way trips

We do not track one way trips

5. Describe the service or project you propose using Section 5310 funds for, why the service or project is needed, and how public awareness of the project will be promoted. For vehicle acquisition, include information on vehicle(s) to be acquired and on those being replaced. This should include but not be limited to vehicle cost, vehicle type, seating capacity, etc.

RTS would like to ensure that every bus stop is easily accessible to everyone, including the elderly, individuals with disabilities, and those passengers using mobility devices. To achieve this would require concrete pads at many of the RapidRide stops.

6. For vehicle acquisition, describe the extent and urgency of need for the new vehicle(s) (age, miles, condition, etc.) and how it impacts the services you provide.

N/A

7. This application request is for:

Capital Costs:

Federal Amount (80%)	Local Matching Amount (20%)	Total:
\$82,000	\$20,500	\$102,500

Operating Costs:

Federal Amount (50%)	Local Matching Amount (50%)	Total:
\$	\$	\$

8. If funded, what is the project beginning and end date?

June 2017-October 2017

9. Is this a new service? For vehicle acquisition state if this is a replacement or expansion of your fleet.

It is not a new service

10. Describe how the project will increase transportation options and enhance the quality of transportation services for seniors and individuals with disabilities. **Also, include annual projected information on each of these points where applicable:**

- The geographic service area

The area served by fixed route service (RapidRide) is within the corporate City limits. The number of stops that could be more easily accessed by elderly and those using mobility devices would be greatly enhanced by having concrete pads at bus stops.

- The number of unduplicated persons served

300,000 passenger trips per year.

- The number of one-way trips

N/A

- User fees

The fare is \$1.50 per one way trip for general public. Elderly (over 60), disabled, and Medicare card holders are half fare (\$.75) per one way trip. Coupons are available also- 10 punch coupon for \$13.50 for general public and \$6.75 for elderly (over 60), disabled, and Medicare card holders. Monthly passed (unlimited rides) are \$30 per calendar month. Youth under 18 ride for free.

- The days and hours the service will be available

RapidRide provides service Monday-Friday from 6:20 AM – 5:50 PM. Saturday service is available from 9:50 AM – 4:40 PM.

- Eligibility requirements

There are no requirements for the general public. To receive half fare, the passenger must be 60 years of age or older, disabled, or provide a Medicare card.

11. For vehicle acquisition, discuss provisions made to assure the proper maintenance of vehicles.

N/A

12. For vehicle acquisition, discuss provisions made to assure the safe operations of vehicles.

N/A

13. Describe how the project will support the strategies identified in the 2013-2017 Coordinated Public Transit – Human Services Transportation Plan (Emailed upon request).

Include information on each of these points:

- How does your project support the strategies identified in the Coordinated Public Transit – Human Services Transportation Plan?

The concrete pads will make stops more easily accessible for elderly, individuals with disabilities, and those passengers using mobility devices. There are currently some stops that would be extremely difficult to access, especially if a passenger was using a

mobility device.

- How will your project fill current gaps in transportation services?

Our goal is to make every stop easily accessible to elderly, disabled, and those using mobility devices.

- Using sources other than the Coordinated Plan, document the need for this project. Include demographic, geographic, survey and/or other data which shows a need for this project

The City Planning Department provided maps that break down demographics identifying stops with shelters, benches, and bus stops. They also provided maps identifying elderly population by census blocks.

- Describe how this project may be coordinated with other organizations in the community

We are focusing on making stops accessible that would directly impact those passengers involved with BH Works, Pennington County Housing, senior citizen centers, medical facilities, and Community Health Centers.

14. Can all requests and needs for transportation services be accommodated with the existing transportation services in the community? If not, how many individuals do not participate (provide number of trip denials) due to lack of transportation services on average per month? Describe the extent and urgency of the need. Describe why the transportation services provided by existing public (such as public bus or paratransit) are unavailable, insufficient, or inappropriate to meet the work related transportation needs proposed to be served by this project.

All requests for transportation services are accommodated with our existing services. We have no trip denials.

15. Describe the experience, knowledge, technical and administrative ability, and financial capacity the organization possesses to successfully and efficiently manage this transportation project and serve the target population. Does the organization have experience in receiving federal grants?

Yes, annual FTA 5307/5339 grants.

16. For vehicle acquisition, describe the experience, knowledge, technical and administrative ability, and financial capacity the organization possesses to successfully and efficiently select, acquire, and maintain this vehicle(s).

N/A

17. How does your organization raise local funds? Does the organization make use of locally available financial resources and leverage these resources to the largest extent possible? Does the organization have a reasonable expectation that these local funds will continue to be available in the future?

RTS charges a fare for riding the bus. RTS also collects revenues by selling ads on the sides of the buses. The City provides matching funds for the federal grants. RTS does expect these

funds to continue.

18. How will your organization coordinate this project's services with other local organizations?

RTS will be coordinating with the City Engineering Department.

19. Attach original resolution approved by board, along with a copy of minutes that confirms organization's ability and desire to commit matching funds for project if approved (Sample resolution attached).

You may attach additional pages and add any additional material which may be helpful in assessing your application. This could include a more detailed project and organization description, needs assessment, ability to service target populations, project effectiveness, program sustainability, fiscal and managerial capability, etc.

Project Budget

Federal funds may be used as match source with the exception of Department of Transportation funds. For capital projects, a 20% local match is required. For operating expenses projects, a 50% match is required.

Total Federal funding requested.

\$82,500

Match amount and funding source(s) (Source cannot be Department of Transportation)

\$20,000 City of Rapid City (CIP)

For Capital Project Requests Only:

<u>Requested Item</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Subtotal</u>
Bus Bench Pads	41	\$2500	\$102,500
		\$	\$
		\$	\$
		Total Capital Cost:	\$102,500

Annual Operating Revenue derived from this project \$

Resolution

AUTHORIZING RESOLUTION FOR A NON-PROFIT ORGANIZATION

A resolution of **(Name of Organization)** recommending approval of an application to the Rapid City Area Metropolitan Planning Organizations for assistance in providing transportation services to **(Target Population to be Served)** in the **(Service Area)**.

WHEREAS, (Name of Organization) is submitting an application to the Rapid City Area Metropolitan Planning Organizations for **(Operating)** or **(Capital)** assistance for **(Project Name and Brief Description of Project)**.

WHEREAS, the contract for financial assistance for **(Operating)** or **(Capital)** projects require that **(Name of Organization)** obligate local funding equal to **(Twenty Percent 20%)** or **(Fifty Percent 50%)** of the total project cost, being **\$(20% or 50%)** of **\$ (Total Project Cost)**.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of **(Name of Organization)** that **(Organization Officer)** is authorized to commit organization resources, to execute and file an application for and to contract on behalf of **(Name of Organization)** with the Rapid City Area Metropolitan Planning Organization to aid in the financing of **(Project Name)**.

(Printed Name and Title)

(Signature)

(Date)

Certification

The information in this application is public record. To the best of my knowledge and belief, all data in this application is true and correct. If funding is awarded, the applicant will comply with the necessary Certifications and Assurances and will agree to sign an operating agency agreement which will detail those Certifications and Assurances as well as other applicable rights and responsibilities.

The undersigned is an authorized representative of the Applicant and possess adequate authority under applicable state and local laws and the Applicant's by-laws or internal rules to sign below.

Applicant

Date

Title

Organization