

Legal Applicant Name: Guilford

Service Area of this Application

- ☒ Small Urban Service Area
☒ Rural Service Area

Project Type:

Other Section 5310 Project

Large Urbanized Areas must contact an MPO about applying for 5310 funding.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION



Applicant Information Project Information and Description

Enhanced Mobility of Seniors and Individuals
with Disabilities Program

(Federal Section 5310)

Operating

North Carolina Department of Transportation
Integrated Mobility Division
August 24, 2020

GENERAL GUIDANCE

This call for projects in the small urbanized areas and rural areas will result in grants with a maximum period of performance of 12 months (**July 1, 2021 – June 30, 2022**). Funding for subsequent years is not guaranteed. It will be necessary to reapply and go through another formula-based competitive process for subsequent funding.

Funded projects are selected through a formula-based process that will be coordinated by the NCDOT – Integrated Mobility Division. **Funding for any project submitted is not guaranteed.** Applicants should read the Application Overview before beginning their application. This document contains information about the federal and state regulations associated with the funding programs and guidance on how to prepare the grant application and project scoring criteria.

REMINDER: If you need technical assistance with the programmatic information or requirements, please contact the Mobility Development Specialist assigned to your area.

All eligible applicants intending to request funds must ensure their proposed projects are included in a locally developed, Coordinated Public Transit-Human Service Transportation Plan (LCP) for their service area(s). The LCP covers target populations identified by the Federal Transit Administration in the respective federal circulars. All applicants shall adhere to Federal Transit regulations.

There are five (5) parts to the application consisting of the following:

- Applicant Information, Project Information and Project Description
- Locally Developed, Coordinated Public Transit-Human Service Transportation Plan
- Project Budgets (Enterprise Business System [EBS] Grants System)
- Federal and State Required Documents
- Optional Documentation

SUBMITTAL INSTRUCTIONS

- A. The applicant will submit their application and all required documentation to the NCDOT – Integrated Mobility Division using the online EBS Grants System by no later than **11:59pm EST, Tuesday, December 1, 2020. Documents are to be uploaded in the Drop Box and must use the following naming convention: SystemName.FY.DocumentName; i.e. “CarolinaCo.FY22.TitleVIReport”.** Early submittals are encouraged. Do not submit the application without all of the required documents attached. An incomplete application will not be reviewed. No applications will be accepted after the deadline. Do not send or bring any documents to the NCDOT office.

For convenience, Transit systems may attach one zipped file containing all the supporting documents for all grants applied for in addition to the 5311 and/or 5307 Admin grant.

PART 1 – Applicant Information

Legal Name of Applicant: Guilford County		
Applicant's Congressional District: 13 <i>If Applicant's city is included in more than one district, enter primary district only</i>	Applicant's County: Guilford <i>If Applicant has offices in more than one county, list county where main office is located</i>	
Address: 301 W Market St.		
City: Greensboro	State: NC	Zip Code: 27402
Federal Taxpayer ID Number: 56-6000305		
Doing Business As (DBA) Name: <i>If applicable (normally the transit system name, if different than applicant)</i>		
Applicant's DUNS Number: 071563613 <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i>		
Parent Agency DUNS Number: <i>Required only if different than Applicant</i>		
Applicant's Service Area's Congressional District: 13 <i>If Service Area is included in more than one district, enter primary district only</i>		
Project's Service Area: Guilford <i>List the county or counties that will be served by the proposed project.</i>		
Project Manager and Title:	Irma Zimmerman	
Telephone:	Area Code: 336 Phone Number: 641 - 3515	
Fax:	Area Code: 336 Phone Number: 641 - 3704	
E-mail Address:	izimmer@guilfordcountync.gov	
Website Address:	www.guilfordcountync.gov/transit	
Current Vehicle Inventory: ____ Vans ____ Vans/Lifts ____ Sedans or Minivans <i>Enter Number in Fleet</i>		
____ LTVs <u>21</u> LTVs/Lifts ____ Buses ____ N/A		

Federal Financial Assistance Transparency Act (FFATA) mandates the disclosure of the names and total compensation of the five most highly compensated officers of an entity if:

- The Applicant received 80% or more of its annual gross revenues in the preceding fiscal year from the federal government (all federal sources, not just FTA); and
- Those revenues were greater than \$25M; and
- The public does not have access to the information through Securities and Exchange Commission or Internal Revenue Service filings as specified in FFATA.

Applicant should select "Yes" if they are subject to the reporting requirements of FFATA and "No" if they are not subject to Executive Compensation Reporting.

☐ YES

☒ No

Executive Compensation Reporting: If "Yes" is selected above, enter the Names and Compensation amounts for the top five officers of the Applicant.

<u>Full Name</u>	<u>Total Compensation</u>
1 _____	\$ _____
2 _____	\$ _____
3 _____	\$ _____
4 _____	\$ _____
5 _____	\$ _____

PART 2 – Project Information

IMPORTANT: Applicants will be allowed to submit an unlimited number of applications for funding for their small urban and/or rural service area. Duplicate projects within service areas will not be funded. Applicants can apply for one year of 5310 funding only. If a project is selected, funding for subsequent years is not guaranteed. It will be necessary to reapply and go through another competitive process for subsequent funding.

***** All Community Transportation (CT) capital projects must be applied for on the Combined Capital application.**

A. PROGRAM APPLICATION

Funding Source	Federal Section <u>5310</u>
Project Type	Other 5310 Project
Riders or Consumers will live in:	<input checked="" type="checkbox"/> Rural area <input checked="" type="checkbox"/> Small Urban area
Total Project Cost by Budget Type:	Operating \$ 202,000
Total Federal Request Match(es) not included	Total Federal Request \$ 202,000

B. SCOPE OF PROPOSED SERVICES

Instructions: Complete this table for the targeted population group/groups you plan on serving in the project. Put N/A if the population is not a target in this project. Definitions of each of these populations is included in Appendix A of the 5310 Overview.

	Elderly	Disabled
How many of the targeted population live in the area you propose to serve?	20,364 or 16%	11,646 or 9%
Of the number listed above, how many have the unmet transit need your project addresses?	16%	9%
How many people with the unmet transit need will you serve through this project?	To be able to transport all the population if apply	To be able to transport all the population if apply

What is the source(s) of the information provided in the questions above?	Data from the 2017 ACS 1-year estimate table S1811	Data from the 2017 ACS 1-year estimate table S1811
Is another agency or provider arranging transportation services for the populations identified above?	No	No

- (1) Estimate the annual number of unduplicated passengers who will be served or the number of one-way trips that will be provided from the proposed project.

Answer (unduplicated passengers): **Answer** (additional trips): 7,623

- (2) How do the numbers of passengers and trips relate to the amount of grant funding requested? How is the cost of the trip determined? What factors were used?

Answer: Guilford County Transportation and Mobility trip cost is currently \$26.50 per trip. Took the total amount requested in funding and divided it by the number of trips proposed.

PART 3 - Project Description

IMPORTANT - *The FTA requires that projects receiving funds from the Section 5310 Program (Enhanced Mobility of Seniors and Individuals with Disabilities) be included in the locally developed, Coordinated Public Transit-Human Service Transportation Plan.*

INSTRUCTIONS – This application is for a “Section 5310 Other” project, line item **G-313, Transportation of Client/Others and G-621 Volunteer Reimbursement**. The project must fit into one of the three (3) criteria from the Section 5310 circular below to be a Section 5310 Other project:

Other Section 5310 Projects

- (1) Increases or enhancements related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

- (2) Additions or changes to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.
- (3) Actual or estimated number of rides (as measured by one-way trips) provided for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

The application questions below must be answered based on one or more of the project scenarios listed above. Click on the **gray rectangle** and type each answer. If needed, the text will automatically wrap to the next row. The answer may wrap to the next page if necessary. NCDOT will use the answers the applicant provides to determine whether the project is worthy of funding. The details are important, and applicants should provide detailed answers to these questions.

SECTION 5310 PROJECTS (OTHER THAN THE TRADITIONAL 5310 PROJECTS) – BASED ON THREE ELIGIBILITY CRITERIA

1. Provide a detailed description of your proposed project or service.

Answer: Continue to provide services to those on the waiting list for senior centers, adult day cares disabled vets. Medical appointments and church by allowing us to provide additional trips to the citizens of Guilford County who are elderly and disabled persons, low income and welfare recipients. Citizens of GC living in rural areas that have no other means of transportation. The additional funding will allow our rural elderly and disabled citizens more opportunities to get to various appointments of which may be life sustaining, social and recreation.

2. What is the applicant's organizational mission? Explain how this project fits in with the other services the applicant already provides.

Answer: To provide efficient, effective responsive government that meets the public's needs while maintaining a high-performance workforce that provides exceptional services that supports a high quality of life and sustainable economic growth.

Continuing to provide safe, efficient and reliable public transportation service to the citizens of Guilford County.

3. Describe the intended service area that will benefit from your proposed project. Include pertinent demographic information about the service area in your answer. It should be clear from your description whether your project's targeted population lives in a small urban or rural area of North Carolina.

Answer: Continue to reduce the current waiting list for Guilford County citizens who live in the rural area of county and have very limited access to transportation
Continue to transport veterans to the VA appointments in W/S, Salisbury and Durham

4. Describe the mobility options the seniors and/or individuals with disabilities in this service area have now and discuss how these are insufficient and/or inappropriate. **It is not enough to simply say the current transportation available does not meet the need, provide examples of how the need is not met.** If public transportation is unavailable to the targeted populations, how are they getting to life-sustaining, social and recreational activities without it?

Answer: The Elderly and Disabled citizens living in the County continue to have no means of transportation to their medical appointments and senior centers, adult daycares. Their request sometimes is outside of the service area where local transit partners do not service. Veterans are requesting transportation to the VA appointments are relying on volunteers to assist them to their appointment but not always can be taken and remain in their home due to no transportation.

5. Provide information about the locally developed, Coordinated Public Transit - Human Services Transportation Plan (LCP) used to prepare this project application.

Answer:

1	Name of Plan/Title	Coordinated Human Services Transportation Plan
2	Applicable Need, Strategy or Activity Included on Page Number(s)	Page 17-Unmet needs
3	Plan Date	6/26/2019

6. To be funded as an Other 5310 Project, the project must meet at least one of three qualifying criteria including:

a. Does your project exceed ADA minimum requirements? **Answer:** No

- b. Does your project improve access to fixed route service and decrease reliance by individuals with disabilities on ADA complementary paratransit service?

Answer: No, Guilford does not have fixed route service

- c. Does your project provide alternatives to public transportation that assist seniors and/or individuals with disabilities with transportation? **Answer:** Yes

7. If you answered 'yes' to any of the questions in 6(a), 6(b) or 6(c) above, describe how your project meets these qualifying criteria.

Answer: By providing transportation to the elderly and disable citizens of Guilford County who live in the rural, unincorporated areas of the county where there are no public transportation services currently. With limit ROAP funds we continue to add rural customers to the waiting list for transportation services.

8. Other 5310 Projects must be planned, designed and carried out to meet the transportation needs of seniors and/or individuals with disabilities, although the service may also be used by the general public. Describe fully how seniors and/or individuals with disabilities will be targeted and how the general public will be part of the project.

Answer: Seniors and persons with Disabilities are the targeted population that we are to serve. Work with nonprofit human services agencies such as Senior Resources of Guilford, Adult Enrichment Center, Disabled Veteran, Dept. of Social Services

9. Describe how the project will be coordinated with human service agencies, nearby jurisdictions and/or public and private transportation providers. Identify any partnerships that will be involved in the implementation of the project. (i.e. vehicle sharing, scheduling & dispatching center, training, shared rides, shared costs)

Answer: : Working with Human services agencies whose population they serve are the elderly and disabled. Organizations such as Senior Resources, Adult enrichment Center, Disabled Veterans have waiting list for clients they could serve but due to transportation issue cannot.

10. Describe the project plan in detail and provide a timeline and milestones for the completion of the project. This description should completely describe what you want to do and how you are going to do it if you receive the requested funding. Although they are not required documents in some cases, the applicant may want to attach with the application maps, pictures, marketing plans, draft brochures, charts or graphs and/or route schedules that support the request for funding, demonstrate the need or illustrate the applicant's preparation. If the applicant is working in partnership with or coordinating with other agencies or organizations, letters of support from these agencies or organizations may be attached with the application. Your detailed answer should be one half to a whole page long.

Letter(s) of Support from applicant's RPO/MPO are required documents for the application.

Answer: Transportation is an especially important service for older adult and with disabilities. There are three services that are widely considered the most important in allowing older adults to remain in their homes rather than face with long term care facility placement: home delivered meals, in home care and Transportation. Older adults rely on this transportation to get them to their doctor's appointments. Too many times older adults have been discharged from hospitals with a two-week follow up appointments with their doctor, but they never showed up because they did not have a ride to get them there. Many of these seniors have ended up right back in the ER because they did not have or weren't aware of available transportation. Transportation allow older adults to get to the grocery store, the pharmacy or social services agencies. It also allows seniors to get to other places like senior meal program sites where they receive nutritious meals and Adult day care, where seniors can be cared for while their caregiver goes to work or takes care of other important business

11. Describe the method that will be used to monitor and evaluate the success of this project. List the measurable indicators of success.

Answer: Guilford County will promote public awareness by having meeting with agencies and groups and by marketing with flyers and advertisements. Number of trips, clients and the service area that we serve. Running reports from Trapeze data as well as having oversight of current vendor productivity and efficiency.

12. Describe how the project relates to any federal or other programs that the applicant operates and, if applicable, how the applicant plans to use these resources to leverage this project.

Answer: Elderly Individual - Includes all persons 60 years of age or older
Individual with a Disability - Means an individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability) cannot use effectively, without special facilities, planning or design, public transportation service or a public transportation facility. 49 U.S.C. 5302(a)(5). Application is already in process already in place to identify specific individual eligibility requirements based on the definition on FTA.

13. How will the applicant sustain the proposed service after the grant period or if funds are not available in subsequent years?

Answer: Other grant opportunities both public and private

14. Describe the applicant's preparedness to manage the project and/or the applicant's technical capacity to provide the proposed transportation service.

Answer: Guilford County has 21 LTV vehicles, 15 Transit operators so we have the capacity to provide additional trips.

15. Describe the qualifications of the key personnel assigned to the project and the percentage of time each person will be involved in the project. Will the applicant need to hire additional personnel to support the project?

Answer: N/A

16. Describe how the applicant will manage risk and provide for the safe delivery of services.

Answer: By providing continuous training to our operators on safety procedures for operation of vehicle and client care.

For Transit Systems Only:

17. Describe how the transit system intends to seek reimbursement for the services. If it is a trip-based reimbursement, service solely inside the urbanized area cannot be funded with 5310 through IMD. Monthly/quarterly document of trip origins and destination XY coordinates (truncated to 2 decimals points to protect privacy) will be required.

If it is a route-based reimbursement, the majority of miles and hours of the route must be outside the urbanized area. The typical route and deviation area must be submitted before service begins. Any changes in the route and deviation area need to receive pre-approval.

Answer: Guilford County will ask for a trip-based reimbursement request.