



## Board Report

File #: 2019-0091, File Type: Program

Agenda Number: 17.

### PLANNING AND PROGRAMMING COMMITTEE APRIL 17, 2019

**SUBJECT: FEDERAL TRANSIT ADMINISTRATION SECTION 5310 GRANT PROGRAM FUNDS FOR FISCAL YEAR 2019**

**ACTION: APPROVE SOLICITATION AND ALLOCATION PROCESS**

#### **RECOMMENDATION**

CONSIDER:

- A. APPROVING the Fiscal Year (FY) 2019 Solicitation for Proposals for Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds, including the following:
1. Allocation process shown in Attachment A;
  2. Solicitation funding mark estimated up to \$10,201,958;
  3. Application package shown in Attachment B; and
- B. ALLOCATING \$10,867,304 in Section 5310 funds for Access Services as identified by the FY 2019 funding allocation process, for traditional capital projects, to support complementary paratransit service that the Americans with Disabilities Act (ADA) requires.

#### **ISSUE**

Metro is the Designated Recipient of FTA Section 5310 funds in urbanized areas of Los Angeles County. As such, it is responsible for the planning, programming, distribution and management of these funds. To fulfill Metro's Designated Recipient obligations, staff is requesting Board approval to allocate available federal funding for Los Angeles County, to conduct a competitive FY 2019 solicitation process, and to provide technical program support and monitor grant sub-recipients.

#### **DISCUSSION**

The Section 5310 Program funds "traditional" capital and "other" capital and/or operating projects that support the transportation needs of seniors and individuals with disabilities. Traditional capital projects are capital public transportation projects that are planned and designed to meet the needs of

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seniors and individuals with disabilities when public transit is insufficient, unavailable or inappropriate. Other capital and/or operating projects include new public transportation projects that: 1) exceed ADA requirements, 2) improve access to fixed-route transit service and decrease reliance on complementary paratransit service, and 3) provide transportation alternatives to public transit that assist seniors and individuals with disabilities. Non-profit organizations or state and local governmental authorities are eligible recipients of funding. Three years of Section 5310 apportionments (Federal FY 2018 and projected for FYs 2019 and 2020) for the urbanized areas of Los-Angeles-Long Beach-Anaheim, Santa Clarita, and Lancaster-Palmdale will be allocated through the FY 2019 Solicitation for Proposals and to Access Services. Metro must certify that projects receiving Section 5310 funds are included in a locally-developed Coordinated Public Transit-Human Services Transportation Plan. The 2016-2019 Coordinated Plan for Los Angeles County was adopted in July 2015.

#### Allocation Process

As the Designated Recipient, Metro is responsible for the selection of projects, and must certify that the distribution of funds to its sub-recipients is fair and equitable. The Section 5310 Working Group consisting of representatives from the Bus Operations Subcommittee (BOS), the Local Transit Systems Subcommittee (LTSS), the Accessibility Advisory Committee (AAC), and the Aging and Disability Transportation Network, was reconvened to review and discuss the allocation of funds. Attachment A shows the allocation process recommended by the Working Group and approved by the BOS, LTSS, AAC and the Aging and Disability Transportation Network.

The Working Group's recommendation is a hybrid approach for Section 5310 Program funds that allocates 1) 49% of total funds to Access Services for Traditional Capital Projects; 2) 46% of total funds to the competitive project selection process; and 3) the remaining 5% to Metro to implement federally-required Designated Recipient oversight responsibilities and technical assistance to grant sub-recipients. This allocation is the same as the allocation used for the FY 2017 Solicitation for Proposals. The 49% allocation to Access Services is based on the agency's regional reach, needs and historical shares of Section 5310 funds previously awarded. The proposed 5% allocation to Metro is half of the maximum allowed by the FTA.

#### Application Package

The FY 2019 Solicitation for Proposals Application Package is based largely on the application used for the FY 2017 Solicitation for Proposals for Section 5310 funds. Metro solicited and received input from the Section 5310 Working Group on the Application Package content and format, including the evaluation criteria and the selection process. Overall, the Working Group recommended that the format generally remain the same as the application used in FY 2017 with suggestions for clarification in certain sections. Attachment B contains the proposed application and provides updated information on: 1) eligible applicants and sub-recipients; 2) eligible projects; 3) funding award limits; and 4) federal and local funding shares.

#### Equity Platform

Consistent with Metro's Equity Platform, projects eligible under Section 5310 program guidelines are inherently intended to improve equity by increasing access to jobs, housing, education, health and safety. Eligible projects include those that are planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient,

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unavailable, or inappropriate. Further, the solicitation process and workshops create a forum to engage the community.

### **DETERMINATION OF SAFETY IMPACT**

Approval of the recommended actions will have no impact on the safety of Metro's customers and employees.

### **FINANCIAL IMPACT**

There is no budget impact in FY19. Since these are multi-year projects, cost center manager for 0441 (Planning - Subsidies to Others) and the Chief Planning Officer will be responsible for budgeting in future years.

#### **Impact to Budget**

All of the recommended actions will be fully funded through the federal Section 5310 Program. No other Metro funds will be required to manage, administer and oversee the program. Approving the recommended actions will not impact Metro's bus and rail operating and capital budgets, as Section 5310 Program funds are not eligible for these purposes.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Recommendation supports the following goals of the Metro Vision 2028 Strategic Plan:

Goal 1: Provide high-quality mobility options that enable people to spend less time traveling; and  
Goal 3: Enhance communities and lives through mobility and access to opportunity.

### **ALTERNATIVES CONSIDERED**

The Board may choose not to approve all or some of the recommended actions. Staff does not recommend this alternative because without Board approval, Metro cannot fulfill its responsibilities as the Designated Recipient of Section 5310 Program funds. Metro could also risk losing about \$7.3 million in Section 5310 Program funds that will lapse, if not obligated through the FTA by September 30, 2020.

### **NEXT STEPS**

With Board approval, staff will proceed to administer the activities necessary to make the federal Section 5310 Program funds available for the FY 2019 Solicitation for Proposals. The application package will be released on April 30, 2019 and project applications will be due on July 31, 2019. Staff expects to return to the Board for approval of funding recommendations in November/December 2019, as shown in the schedule provided in Attachment C.

### **ATTACHMENTS**

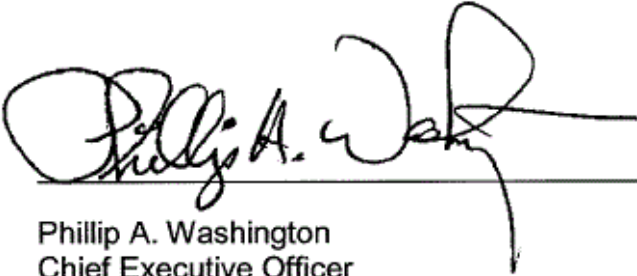
Attachment A - FY 2019 Section 5310 Funding Allocation Process

Attachment B - FY 2019 Section 5310 Solicitation for Proposals Application Package

Attachment C - Schedule of Activities - FY 2019 Section 5310 Solicitation for Proposals

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Phillip A. Washington  
Chief Executive Officer

**FY 2019 SECTION 5310  
FUNDING ALLOCATION PROCESS**

Recommended by the Section 5310 Working Group and adopted by its representative committees and subcommittees: the Accessible Advisory Committee (AAC), the Bus Operations Subcommittee (BOS), the Local Transit Systems Subcommittee (LTSS) and the Aging and Disability Transportation Network, the allocation process as summarized below will apply to Section 5310 program funds.

Metro will allocate funds apportioned to the urbanized areas of Los-Angeles-Long Beach-Anaheim, Santa Clarita, and Lancaster-Palmdale that includes three federal fiscal year apportionments (2018, 2019 and 2020, which is projected).

- Metro will receive 5% of funds for administration and program support, estimated to be **\$1,108,909**.
- Access Services will receive 49% of funds for eligible Traditional Capital projects, estimated to be **\$10,867,304**.
- 46% of the total apportionment will be allocated through the competitive FY2019 Solicitation for Proposals, eligible for Traditional Capital, and Other Capital & Operating projects, estimated to be **\$10,201,958**.
- Up to 5% of Solicitation funding will be set-aside for appeals at the Metro Technical Advisory Committee (TAC). Unused set-aside balances will be re-allocated to projects underfunded within that UZA.
- The funding split for the 46% of the total apportionment is 34 percent for Traditional Capital (**\$7,540,578**) and 12 percent for Other Capital & Operating (**\$2,661,380**).
- Funding recommendations will be flexible between the two solicitation funding categories if one is undersubscribed and the other is oversubscribed.
- The maximum award per category will be \$600,000 for Traditional Capital and \$600,000 for Other Capital & Operating. Subrecipients can be awarded funding through both categories for a total maximum award of \$1,200,000.

If at the conclusion of the programming cycle there is a remaining balance in Section 5310 funds, appropriate steps to further program the funds will be pursued and reported to the Board.

**The following table presents the funding allocations consistent with the allocation process.**

**FY 2019 Funding Allocation  
Section 5310**

<b>SECTION 5310 APPORTIONMENTS* - FEDERAL FY 2018, 2019, and 2020</b>				
Urbanized Area	FFY 18 Apportionment Actuals	FFY 19 Apportionment Projected	FFY 20 Apportionment Projected	<b>Total Apportionment</b>
Los Angeles UZA	6,871,260	7,052,287	7,052,287	\$20,975,834
Lancaster-Palmdale UZA	227,960	233,966	233,966	\$695,892
Santa Clarita UZA	165,901	170,272	170,272	\$506,445
<b>TOTAL</b>	<b>\$7,265,121</b>	<b>\$7,456,525</b>	<b>\$7,456,525</b>	<b>\$22,178,171</b>

<b>FY 2019 Section 5310 Funding Allocation</b>						
Urbanized Area	Total Apportionments FFY 18 / FFY 19 / FFY 20	Access Services	Program Administration	Available for Solicitation		
				Traditional	Other	<b>Total</b>
Los Angeles UZA	20,975,834	10,278,159	1,048,792	7,131,784	2,517,099	9,648,883
Lancaster-Palmdale UZA	695,892	340,988	34,794	236,603	83,507	320,110
Santa Clarita UZA	506,445	248,157	25,323	172,191	60,774	232,965
<b>TOTAL</b>	<b>\$22,178,171</b>	<b>\$10,867,304</b>	<b>1,108,909</b>	<b>\$7,540,578</b>	<b>\$2,661,380</b>	<b>\$10,201,958</b>
<i>Percent Share</i>	100%	49%	5%	34%	12%	46%

\* Note: FY19 and FY20 apportionments are projections based on funding authorized in the FAST Act.

**Attachment B**

[http://libraryarchives.metro.net/DB\\_Attachments/2019-0091\\_Attachment\\_B\\_FY2019\\_Section\\_5310\\_Solicitation\\_for\\_Proposals\\_Application\\_Package.pdf](http://libraryarchives.metro.net/DB_Attachments/2019-0091_Attachment_B_FY2019_Section_5310_Solicitation_for_Proposals_Application_Package.pdf)

**Schedule of Activities**  
**FY 2019 Section 5310 Solicitation for Proposals**

Board Approval: Allocation Process and Application Package	April 25, 2019
Notice of Funding Availability: Release Solicitation for Proposals	April 30, 2019
Convene Potential Applicant Workshops*	May 16 & 21, 2019
5310 Applications Due	July 31, 2019
Application Review and Evaluation Period	August 2019
Applicant Preliminary Notification of Funding Recommendations & Debriefing	September 2019
TAC Appeal Hearings	October 2, 2019
Board Approval: Funding Award Recommendations	December 2019
FTA Grant Application - TrAMS	December 2019
Convene Successful Applicant Workshops	January 2020
FTA Grant Approval	February 2020

\* Additional workshops may be held upon request.