



Potential Applicant Webinar

2025 FTA Section 5310 Funding Availability

Enhanced Mobility of Seniors and Individuals with Disabilities



October 7, 2025

Housekeeping



Introductions: Introduce yourself in the chat (name & organization)



Recording: This webinar will be recorded

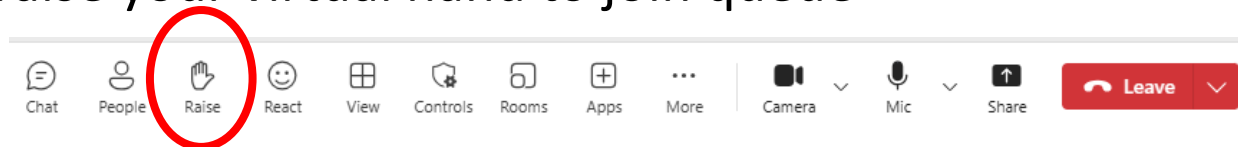


Microphones: Keep mics muted unless called upon

Questions:



- If joining by computer, enter your questions in the chat or raise your virtual hand to join queue



- If joining by phone
 - Press *5 to raise or lower your hand
 - Press *6 to unmute when called on



Webinar Overview



Agenda

- FTA Section 5310 Program Introduction
- Solicitation Overview
 - Schedule and Funds Availability
 - Eligible Applicants
 - Eligible Projects
 - Federal Share and Local Match Requirements
 - Application Instructions
 - Guidelines and Evaluation Criteria
- Awardee/Subrecipient Requirements
- Next Steps



FTA Section 5310 Program

Operating and Capital assistance for public transportation projects that are planned, designed, and carried out to meet the special needs of Seniors (age 65 and older) and Individuals with Disabilities

Federal Transit Law ([49 U.S.C. Chapter 53](#))

- Senior: An individual who is 65 years of age or older
- Individual with Disability: An individual with a physical or mental impairment that substantially limits one or more of their major life activities

Program Goals

- To improve mobility for Seniors/Disabled by removing barriers to transportation services and expanding the mobility options in LA County. Funding for projects:
 - Planned, designed, and carried out to meet the special needs of Seniors/Disabled when public transportation is insufficient, inappropriate, or unavailable.
 - Exceed the requirements of the Americans with Disabilities Act (ADA)
 - Improve access to fixed route service and decreasing reliance on complementary paratransit
 - Provide alternatives to public transportation

Program Webpage: www.metro.net/5310



2025-2028 Coordinated Plan

- > A framework for addressing the mobility needs of seniors and individuals with disabilities
- > Adopted by the board in July 2025
- > The Coordinated Plan does the following:
 - Outlines and assesses existing and future transportation services
 - Identifies projects and programs to address service gaps, and improve and expand services
 - Prioritizes projects and programs based on input from target populations
 - Fulfills Metro's responsibilities for the Program
- > Required by federal transit law and must be updated every four years



More information: www.metro.net/cp



Schedule (subject to change)

Notice of Funding Availability: Release Solicitation and Application	September 26, 2025
Potential Applicant Webinar	October 7, 2025
Section 5310 Applications Due	November 14, 2025 - 5:00PM
Application Review & Evaluation Period	November 17, 2025, through January 6, 2026
Preliminary Notification of Funding Recommendations & Debriefing	January 9, 2026
TAC Appeal Hearings	February 4, 2026
Board Action: Approve the Final Funding Award Recommendations	March 26, 2026
Subrecipient Orientation Webinar for Successful Applicants	April 2026
FTA Grant Approval/Distribute Subrecipient Funding Agreements	May 2026



Funds Availability

Funds Available: **\$10,752,739**

Urbanized Areas: **Los Angeles-Long Beach-Anaheim**
Lancaster-Palmdale
Santa Clarita

Urbanized Area (UZA)	Available Funds
Los Angeles-Long Beach-Anaheim	\$10,218,282
Lancaster-Palmdale	311,667
Santa Clarita	222,790
Total	\$10,752,739

- **Appeals:** Up to 5% of total will be set aside for appeals
- **Max Award:** \$800,000

Eligible Applicants

Traditional Capital Projects

- Private nonprofit 501(c) organizations; or
- State or local governmental authorities that:
 - Certify (**public hearing required**) that there are no nonprofit organizations readily available in the area to provide the service; or
 - Are approved by the state to coordinate services for the seniors and individuals with disabilities

Other Capital & Operating Projects

- Private nonprofit 501(c) organizations;
- State or local governmental authorities; or
- Operators of public transportation

Eligible Projects

Traditional Capital Projects

All project costs are eligible if the assets purchased meet the specific needs of the target population *(even if seniors are 64 or under)*

- Traditional Capital projects include:
 - Rolling stock and related activities for 5310 vehicles
 - Passenger facilities for 5310 vehicles
 - Support facilities and equipment for 5310 vehicles
 - Lease of rolling stock or equipment
 - Acquisition of transportation services under a contract
 - Mobility management
- Project administrative expenses are **not eligible**

Eligible Projects

Other Capital Projects

- Projects that exceed the minimum ADA requirements
 - Vehicles/equipment designed to accommodate mobility aids that exceed dimensions/weight for wheelchairs under ADA
 - Additional securement locations beyond what is required by ADA
- Projects that improve accessibility to the fixed route system
 - Accessibility improvements to transit and intermodal stations
 - New accessible path to bus/rail stop (ramps, curb cuts, sidewalks)
 - Adding elevators or ADA ramps to stations
 - Improved signage or ITS to enhance accessibility
- Alternatives that assist the target population
 - Vehicles to support accessible taxi, TNC, ridesharing, vanpool programs
- Project administrative expenses are **not eligible**

Eligible Projects

Operating Projects

- Costs for services to seniors (65+) and individuals with disabilities are eligible. Costs for services for seniors under 65 are **not eligible**.
- Projects that exceed the minimum ADA requirements
 - Expansion of hours for ADA paratransit beyond fixed-route service
 - Same-day service for critical and non-critical need trips
 - Door-to-Door, Door-through-Door, On-demand transportation
- Projects that improve accessibility to the fixed route system
 - Travel training programs
- Alternatives that assist Seniors/Disabled with Transportation
 - Volunteer driver and mileage reimbursement programs
 - Voucher program for non-fixed route or non-Access Services rides (taxi or human services trips)
- Project administrative expenses are **not eligible**



Federal Share and Local Match Requirements

Funding Category	Maximum Federal Share with TDCs	Minimum Local Match
Capital: Traditional & Other	90%	10%
Operating	75%	25%

Cash

- State or local appropriations
- Private donations
- Dedicated tax revenues
- Revenue from service contracts
- Net income from advertising/concessions
- Other non-USDOT federal funds

In-Kind

- Donations(e.g. facilities, equipment)
- Direct labor or volunteer time
- Fuel, utilities, or other direct expenses

In-Kind must:

- Be in the approved grant budget
- Be supported by records
- Represent eligible costs under the program
- Not be double counted

Application Instructions



- Deadline: **5:00 PM on Friday, November 14th**
- Electronic files via email only
 - **Section5310@metro.net**
- Can submit **one or more** application(s)
- Max request Per Applicant is **\$800,000**
- Combine application into **one single PDF**
- Questions must be answered in the fillable PDF
 - No additional pages
 - Required attachments may be submitted
- Utilize the **checklist on page 2** of the application
- **Resolution** needed for signer (governmental authorities)
- Awards limited to scores of 70 or above (out of 100)
- Allocated from highest to lowest (until max reached)
- Sam.gov registration **required**



Application Guidelines and Evaluation Criteria

Four Sections

1. Part I: General Information

- Attach a map or brochure

2. Part II: Project Narrative & Evaluation Criteria

- These responses will be scored, as detailed in the following slides

3. Part III: Project Budget

- Complete the applicable Budget sheet (Traditional Capital, Other Capital, or Operating)

4. Part IV: Certifications



PART II - PROJECT NARRATIVE & EVALUATION CRITERIA

Section A: Scope of Work, Need, Objectives, Coordination, and Outreach (Up to 35 points)

- Clearly **describe project, need, and how it's met**
- Explain **who you serve** (seniors, individuals with disabilities, low-income, etc.)
- Show how the project supports **mobility, independence, social connection, and economic participation**
- For vehicle/equipment/facility requests: **complete required forms (Att. A-E)**, justify, and describe service improvements
- For new/enhanced/expanded services: include **routes, schedules, demand, and projected ridership**
- Highlight **coordination with partners** to strengthen implementation
- If applicable, explain how the project supports upcoming major events
- Describe **outreach/marketing plans** to reach target populations

PART II - PROJECT NARRATIVE & EVALUATION CRITERIA

Section B: Coordinated Plan and Equity Focus Communities (Up to 25 points)

Page 7 of Plan

- Project must align with the **2025–2028 Coordinated Plan** priorities (metro.net/cp)
- Identify project priority ranking
 - **Priority 1: 16-20 pts.**
 - **Priority 2: 11-15 pts.**
 - **Priority 3: 6-10 pts.**
 - **Priority 4: 1-5 pts.**
- Projects proposing new, enhanced, or expanded services within a **Designated Priority Area (pg. 33)** or **Equity Focus Community (EFC Dashboard)** score higher on the scale
- Clearly show how the project:
 - **Addresses gaps & barriers (pgs. 26-33)**
 - **Aligns with goals & strategies (pgs. 38-39)**
- Support with **data, maps, or studies**

PRIORITY RANKING	PROJECT AND PROGRAM TYPES
Priority 1	Capacity and service level improvements and expansion
	Multi-language format guides
	Street improvement projects for access to stops and stations
	Travel training programs
	Programs to serve intercounty and multicounty trips
Priority 2	Promote senior-friendly vehicle operator training
	Vehicle and fleet expansion and replacement
	Ongoing programs to serve same-day transportation
	Consolidate multicounty agency resources
	Social media to promote mobility options
Priority 3	Real-time transit information
	Ongoing dial-a-ride services
	Fare integration among operators
	Performance monitoring and reporting programs
	Subsidies and voucher-based programs
Priority 4	Ongoing door-to-door or door-through-door transportation
	Mileage reimbursement programs
	Travel escorts and volunteer aides
	Find-a-ride trip planner
	Mobility management for target groups at transit centers
	Subsidized vanpool/carshare programs

PART II - PROJECT NARRATIVE & EVALUATION CRITERIA

Section C: Project Delivery Plan (Up to 20 points)

- Provide a **realistic, detailed implementation plan** with milestones and timeline
- Show organizational capacity: **staffing, experience with federal funds, and internal processes**
- Include a **contingency plan** (staffing shortages, vehicle breakdowns, technical issues)
- For service projects: describe **driver training** and **fleet maintenance programs**
- Demonstrate strong **internal controls** and compliance history with grants

PART II - PROJECT NARRATIVE & EVALUATION CRITERIA

Section D: Performance Measures (Up to 10 points)

- Identify all **required FTA performance measures** (gaps in service filled, ridership, service improvements, or physical improvements)
- Provide **quantitative and qualitative data projections**
- Explain **how you'll track and report data** (tools, systems, staff responsibilities)
- Describe how measures will show **project effectiveness** and how you'll adjust if goals aren't met

PART II - PROJECT NARRATIVE & EVALUATION CRITERIA

Section E: Budget and Project Readiness (Up to 10 points)

- Complete the **Project Financial Plan** table (pg. 23 of application)
- Show a **realistic schedule**. Request only funds you can spend in timeframe
- Provide a **clear and detailed budget** (cost assumptions, fuel, maintenance, insurance, etc.)
- **Note:** Program administrative expenses and indirect costs are **not eligible**
- Identify **all funding sources** (5310, farebox, local match, other grants)
- Confirm eligibility of costs under 5310 guidelines
- Provide signed match letters on letterhead:
 - **Local Match Letter** – amount and source
 - **In-Kind Commitment Letter** – description, value, method, assumptions used

PART III - PROJECT BUDGET

Required/Not Scored

- **Complete** budget sheet (Traditional Capital, Other Capital, or Operating)
- Expenses **must equal** project funding; align with scope & timeline
- **Project Expenses:** List all eligible/justifiable costs
- **Project Funding:** Specify 5310 request and fare/user fee revenues
- **Full Funding:** Minimum match required; higher match allowed
- **Additional Revenue:** Include grants, donations, fundraising
- **Local/In-Kind Match:** Identify sources; must be eligible & documented

PART IV- CERTIFICATIONS

Time Sensitive Attachments

Private Nonprofit 501(c) Applicants

- Must have **active 501(c) status** (attach IRS letter)
- Must have **active status** to do business in CA (attach proof)

State or Local Governmental Applicants

- **Traditional Capital** only if:
 - You **certify** that there are **no non-profit organizations readily available in the area to provide the proposed service**
 - o Public hearing required, notice + outcome letter, 30-day notice
 - OR confirm State designation to coordinate senior/disabled services
- **Not required** for Other Capital/Operating applicants
- **Civil Rights Certification Letter** + signed **General Certs and Assurances**

Awardee/Subrecipient Requirements

- **Funding Agreements**
- **Federal Requirements**
 - Award Management Guidelines *(FTA Circular 5010.1F)*
 - Procurement Guidelines *(FTA Circular 4220.1F)*
 - Section 5310 Guidelines *(FTA Circular 9070.1H)*
 - ADA Compliance *(FTA Circular 4710.1)*
 - Title VI *(FTA Circular 4702.1B)*
- **Reporting Requirements**
 - Quarterly Progress Reports
 - Annual Subrecipient Self-Certification

Awardee/Subrecipient Requirements

- **Other Requirements**

- Disadvantaged Business Enterprise (DBE) Program
- Title VI Plan
- Transit Asset Management (TAM)
- Subrecipient Federal Asset Disposition Policy
- Oversight of Maintenance Activities (Biennial Site Visits & Desk Audits)
- Ongoing Compliance Reviews by Metro Staff

- **Site Visit required before 1st grant reimbursement if:**

- New Subrecipient
- New Service or Project Type, and/or
- Other circumstances, on a case-by-case basis, to ensure compliance with federal requirements



Next Steps

- Applications due by **5:00 PM on November 14, 2025**
 - Submit as one PDF to Section5310@metro.net
 - Materials available at metro.net/5310
- Preliminary award announcement on **January 9, 2026**
- TAC Appeal Hearings on **February 4, 2026**
- Board approval of final awards scheduled for **March 26, 2026**
- **Contact Information:**
 - Ruben Cervantes: CervantesR@metro.net, 213-547-4323
 - Dustin Sifford: SiffordD@metro.net, 213-922-4817

