

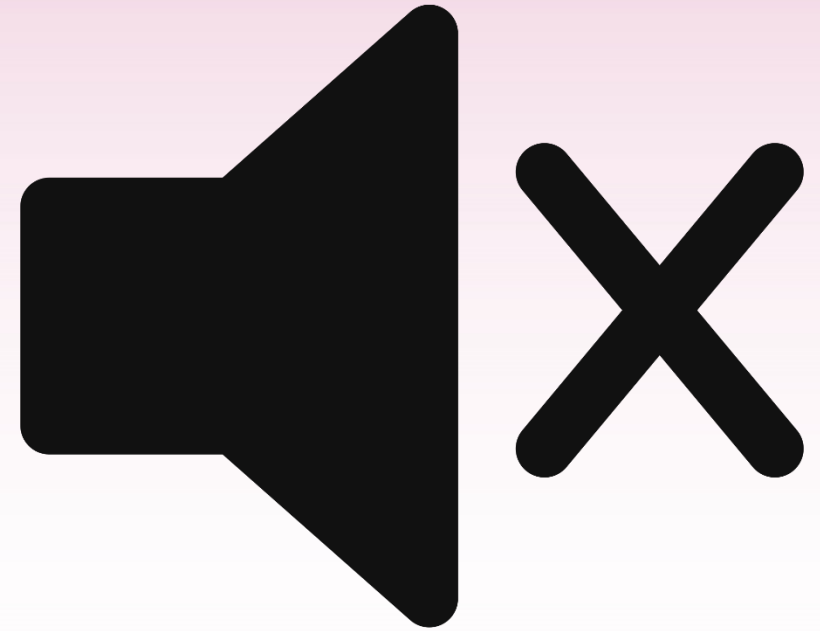
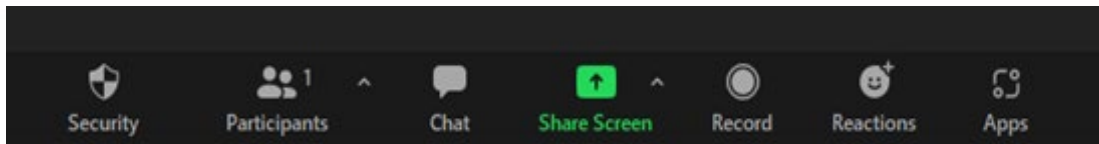
Section 5310 CRRSAA & ARP Grant Webinar

FY2021 - 2022

HOUSEKEEPING

Please Mute Yourself

But what if I have a
question?



WELCOME & INTRODUCTIONS



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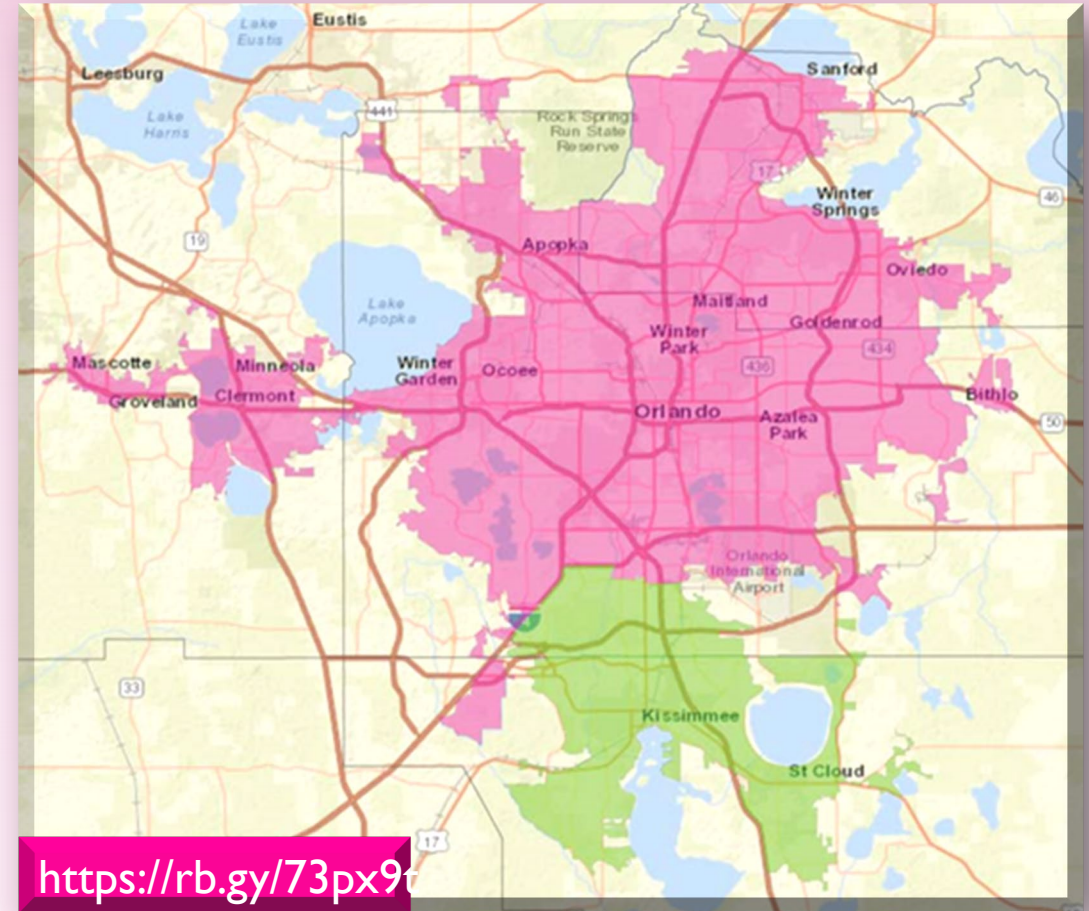


SECTION 5310 CRRSAA & ARP

What is it for?

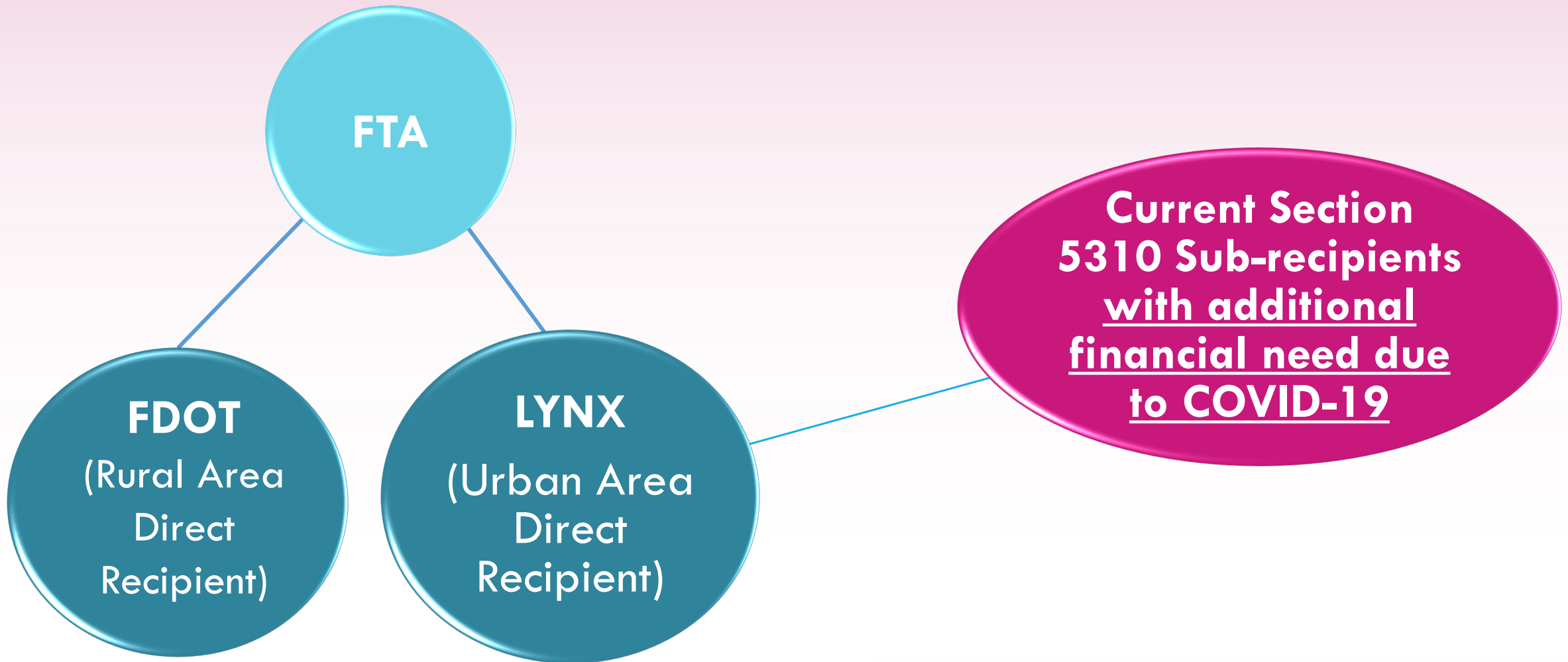
- Agencies improving mobility options for seniors and individuals with disabilities
- Additional FTA apportionment:
 - Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)
 - American Rescue Plan Act (ARP)
 - To be distributed among current subrecipients

Who is it for?



ELIGIBLE SUB-RECIPIENTS:

Section 5310 CRRSAA & ARP



ELIGIBLE PROJECT TYPES



1. Section 5310 Operating Funds

- Limited operating funds, directly associated with the provision of transportation services meeting 5310 program objectives.

2. CRRSAA & ARP Additional Projects

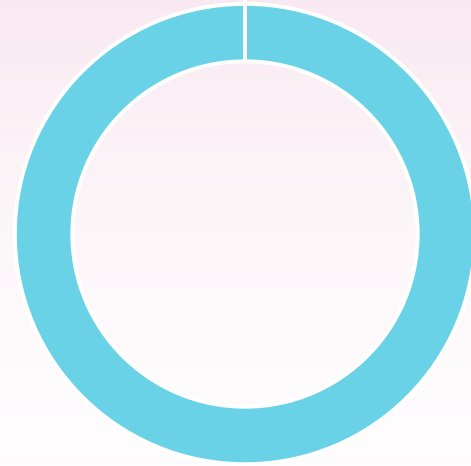
- FTA will generally consider all expenses normally eligible (operating) under the Section 5310 program that are incurred on or after **January 20, 2020** to be eligible under CRRSAA & ARP.
- CRRSAA & ARP funds shall, to the maximum extent possible, be directed to payroll and operations of public transit.
- CRRSAA & ARP funds may be used for administrative leave related to the COVID-19 pandemic (i.e. quarantine, vaccination, recovery, reduction in service).
- CRRSAA & ARP funding may be used to pay for the operational costs of providing essential services through the **incidental use of transit assets**.

See Application Manual for Additional Information

Match Requirements



Operating



100% ■ Federal ■ Local 0%

The purpose of this grant is to provide relief to agencies experiencing significant loss due to the COVID-19 pandemic.

Therefore, **no local match is required.**



Compliance Monitoring

If you are awarded funds via the Section 5310 CRRSAA & ARP program you will be subject to compliance monitoring by LYNX and the CTC. Funding oversight includes:

- Virtual pre-award meeting
- Reporting requirements
- Vehicle inventory inspection
- Virtual post-award monitoring
- CTC annual monitoring



Award Requirements



1. Participation in Regional Coordination Efforts

- All agencies applying for Section 5310 CRRSAA & ARP funds will be **required** to participate in the planning process and support the coordination strategies adopted for LYNX's Human Services Coordinated Transportation Plan (HSCTP). Agencies have received an invitation to participate.

2. Reporting

- All sub-recipients will be required to submit monthly operating data/invoices and quarterly progress reports.

3. Reviews and Oversight

- Record Keeping and Audits
- Virtual Desktop Reviews



Grant Application



Dates to Remember:

All potential applicants for the Section 5310 CRRSAA & ARP grant program in the Orlando/Kissimmee UZA will be offered the following training and technical support:

- **LYNX Grant Webinar**

- Tuesday, December 7, 2021 –Virtual Grant Workshop

- **Application Questions**

- Submitted via e-mail no later than 5:00 PM on

Wednesday, December 22, 2021

- **Secured Portal Request**

- **Monday, January 10, 2022 to edavis@golynx.com**
- Applications can only be submitted via Secured Portal link
- Failure to request link will result in inability to submit



- **Application Deadline**

- **Friday, January 14, 2022**
- Uploaded by 5:00 PM
- **LINK EXPIRES at 5:01 PM!**

APPLICATION REQUIREMENTS



Applicant History:

- Current Executed Sub-recipient Agreement in place with LYNX

Current System Description:

- Required as part of all applications to help better understand an agency's scope and how transportation fits into their mission
 - For example: Is transportation the only thing that you do, or is transportation a piece of what your organization does?
- Answer each question and sub-question
- Q&A format (Text Boxes Provided)

Applicant History

1. Have you had a Section 5310 project funded by LYNX (place X in box)?

☐ Yes ☐ No

2. Briefly describe your previously funded Section 5310 project and summarize how the national emergency of COVID-19 has impacted your agency.

I



APPLICATION REQUIREMENTS



Budget Considerations:

- Evaluation Committee will use this section to determine if your agency can prove a deficit or additional expenses incurred as a result of COVID-19
- Q&A format
- Answer each question and sub-question

HOW ARE YOU USING THE GRANT?

WHY SHOULD YOUR AGENCY BE AWARDED THESE FUNDS?

Budget Considerations

The overall funding request and budget account for 25% of the total score of the project proposals. Use the questions below to provide a narrative of the use of funding for the application.

- I. Provide a detailed description of **how** grant funds will be used. Explain how the budget reflects the need of your agency and the purpose of this request. Description below should be an explanation of the Form 2: Funding Request

I

2. Provide a detailed description of the impacts experienced by your agency due to the national emergency of COVID-19. Be sure to include any deficit or additional expense your agency has incurred on or after January 20, 2020.

I



APPLICATION REQUIREMENTS



Proposed Project Description:

- Q&A format
- Answer each question and sub-question
- Designed to show evaluators that project meets requirements for funding and meets objectives set forth by the Section 5310 CRRSAA & ARP program and LYNX
- Some questions have been updated
- Maps requested must be in **COLOR**



APPLICATION REQUIREMENTS



Required Excel Documents:

- **Form 1: Annual Operating Data**
 - As support for the information provided on the Budget
 - Should reflect data from July 1, 2020 – June 30, 2021
 - Must contain data that is verifiable if audited

- **Form 2: Funding Request**
 - Operating Request is equal to Total Shortfall for the period from January 20, 2020 – September 30, 2023
 - Total Shortfall Formula: Expenses – Revenues – LYNX 5310 Funding
 - Grant award will be 100 % federal share for Operating Requests
 - Operating requests will awarded based on funding availability

- **Form 3: Vehicle Inventory**



APPLICATION REQUIREMENTS



Coordinated Public Transit-Human Services Transportation Plan:

- Demonstrate that the project supports elements within the TDSP and list page number(s) that support the project
- Copy and paste TDSP link below:
 - https://www.golynx.com/core/fileparse.php/142441/urlt/LYNX-Final-TDSP-Minor-Update_May2021.pdf
- Identified priorities
 - Service Coverage (expansion of services, same day service, scheduling flexibility)
 - Service Quality (more dependable/on time services)

Exhibit C: Coordinated Public Transit – Human Services Transportation Plan

Please complete the template form below. The form is to be completed and signed by an individual **authorized by the governing board** of the applicant agency and submitted with the grant application. When application is submitted, please print and attach a copy of the completed form.

The [] certifies and assures to the Central Florida Regional Transportation Authority (dba LYNX) in regard to its Application for Assistance under U.S.C. Section 5310 dated []:

This grant request is derived from a coordinated plan compliant with Federal Transit Administration Circular 9070.1G.

1. The name of this coordinated plan is:

[]

2. The agency that adopted this coordinated plan was:

Central Florida Regional Transportation Authority dba LYNX

3. The date the coordinated plan was adopted was:

[]

4. The page number of the coordinated plan that this application supports:

[]

[Name and title of authorized individual]

(Signature of Authorized Individual) [blue ink]

(Date)



APPLICATION SUBMISSION

- **ONE (1) COMPLETE APPLICATION MUST BE
UPLOADED TO THE Secured Portal:**

- Secured Portal request e-mail deadline:
- **January 10, 2022:**
- Emily Davis
- edavis@golynx.com



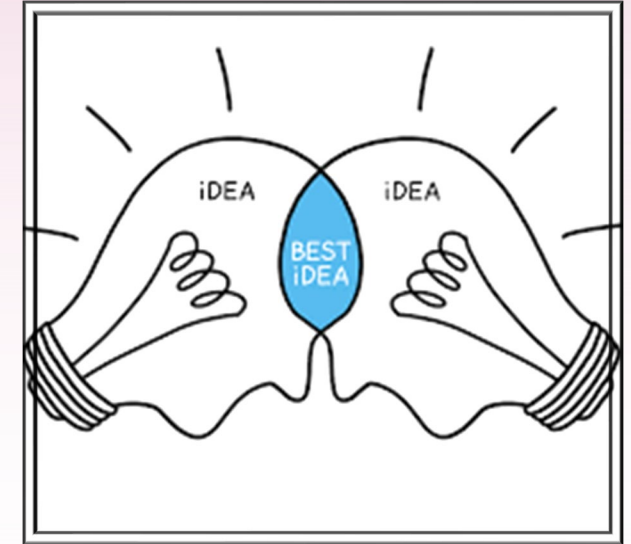
Project Selection

- LYNX will provide a multi-agency evaluation committee access to the applications and the evaluation criteria. It will be up to the evaluators to read the applications and score them accordingly.
 - Documents (15 points)
 - Budget (25 points)
 - System Description (16 points)
 - Proposed Project Description (28 points)
 - Overall Impression (16 max points)
 - **Max Score: 100 points**
- Internal LYNX staff will be responsible for one ranking:
 - Prior Sub-recipient Risk Assessment



Application TIPS

- **Check Your Math**
 - When you don't perform correct calculations, it carries forward, and distorts the rest of your grant application.
- **Ask for help**
 - Collaborate with your coworkers to present the most effective information for your agency's application and be sure to reach out to LYNX staff within the period for questions if needed.
- **Pay Attention to Detail**
 - Provide as much detail as possible in your answers and accurately represent your system description and proposed project.



CONTACT US:



If you are interested in applying to LYNX for Section 5310 funding, or would like more information on the program, please contact us at:

Grant Support:

Emily Davis

Human Services Transportation Analyst

edavis@golynx.com

CTC:

Selita Stubbs

Senior Manager Mobility Services

SStubbs@golynx.com

