

NOACA 2025 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES (SECTION 5310)

APPLICANT WEBINAR

MARCH 6, 2025



SECTION 5310 WEBINAR LOGISTICS

- Introductions
- This session is being recorded
- The recording and PDF of the presentation will be available at www.noaca.org/5310
- The chat function is disabled
- Use the Q&A function to submit questions

WEBINAR AGENDA

- **Section 5310 Program Overview**
- **Application Overview**
- **Program Timeline**

ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM (SECTION 5310)

The Section 5310 Program supports projects that:

- Are planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;**
- Exceed the Americans with Disabilities Act (ADA) requirements;**
- Improve access to fixed-route service and decrease reliance on paratransit services; and**
- Provide alternatives to public transportation services that assist individuals with their transportation needs.**

ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM (SECTION 5310)

NOACA's Program Provides:

- Capital grants to assist public transit agencies, municipalities, private non-profits, and for-profit companies to provide coordinated transportation services that are planned, designed, and carried out to meet the needs of seniors and individuals with disabilities

ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM (SECTION 5310)

NOACA's Program Provides:

- Operational funding only to public transit agencies to provide coordinated transportation services that are planned, designed, and carried out to meet the needs of seniors and individuals with disabilities.

ELIGIBLE APPLICANTS

Applicants must be one of the following:

- **Public transit agency**
- **Private or public non-profit organization**
- **State or local government authority**
- **Private operator of public transportation services***

**To be considered public transportation, the service must include shared rides, meaning two or more passengers in the same vehicle who are otherwise not traveling together. This is NOT to be confused with being a public transit agency.*

ELIGIBLE APPLICANTS

All awardees must meet federal requirements

- **Program must support transportation services for seniors and/or individuals with disabilities**
- **Service area is primarily in Cleveland Urban Area**
- **Must certify and cooperate with all FTA Certifications & Assurances, and Reporting requirements**

ELIGIBLE PROJECTS

- **Vehicle Projects** (*NOACA's Regional Priority, in accordance with FTA's Transit Asset Management Policy*)
- **Communications Equipment**
- **Computer Hardware/Software**
- **Mobility Management and Coordination Programs**
- **Accessibility Improvement Projects**
- **Operations Projects** (*Public Transit Agencies Only*)

FEDERAL FISCAL YEAR 2024/2025 PROGRAM FUNDING

Funding Type	Funding Amount
FFY 2024 Cleveland Urban Area Apportionment	\$ 2,624,815
FFY 2025 Cleveland Urban Area Apportionment <i>(anticipated)</i>	\$ 2,654,088
- Retained by NOACA <i>(Program Administration/Planning-up to 10%)</i>	\$ (527,890)
= Available Federal Funding for SFY2025 Project Applications	\$ 4,751,013
+ Carryover Funds Available from Previous Years <i>(approximate)</i>	\$ 150,000
Total Available Funding for SFY2025 Project Applications <i>(projects to be implemented beginning in 2026)</i>	\$ 4,901,013

FUNDING STIPULATIONS

Federal & Local Share or match funds:

- **Capital projects**
 - 80% Federal, 20% Local Share
- **Operating Cost Reimbursements**

Public Transit Agencies only

 - 50% Federal, 50% Local Share



LOCAL MATCH SOURCES

- State or local appropriations
- Dedicated tax revenues
- Private donations
- Revenue from human service contracts
- New income generated from advertising
- Non-DOT Federal funds



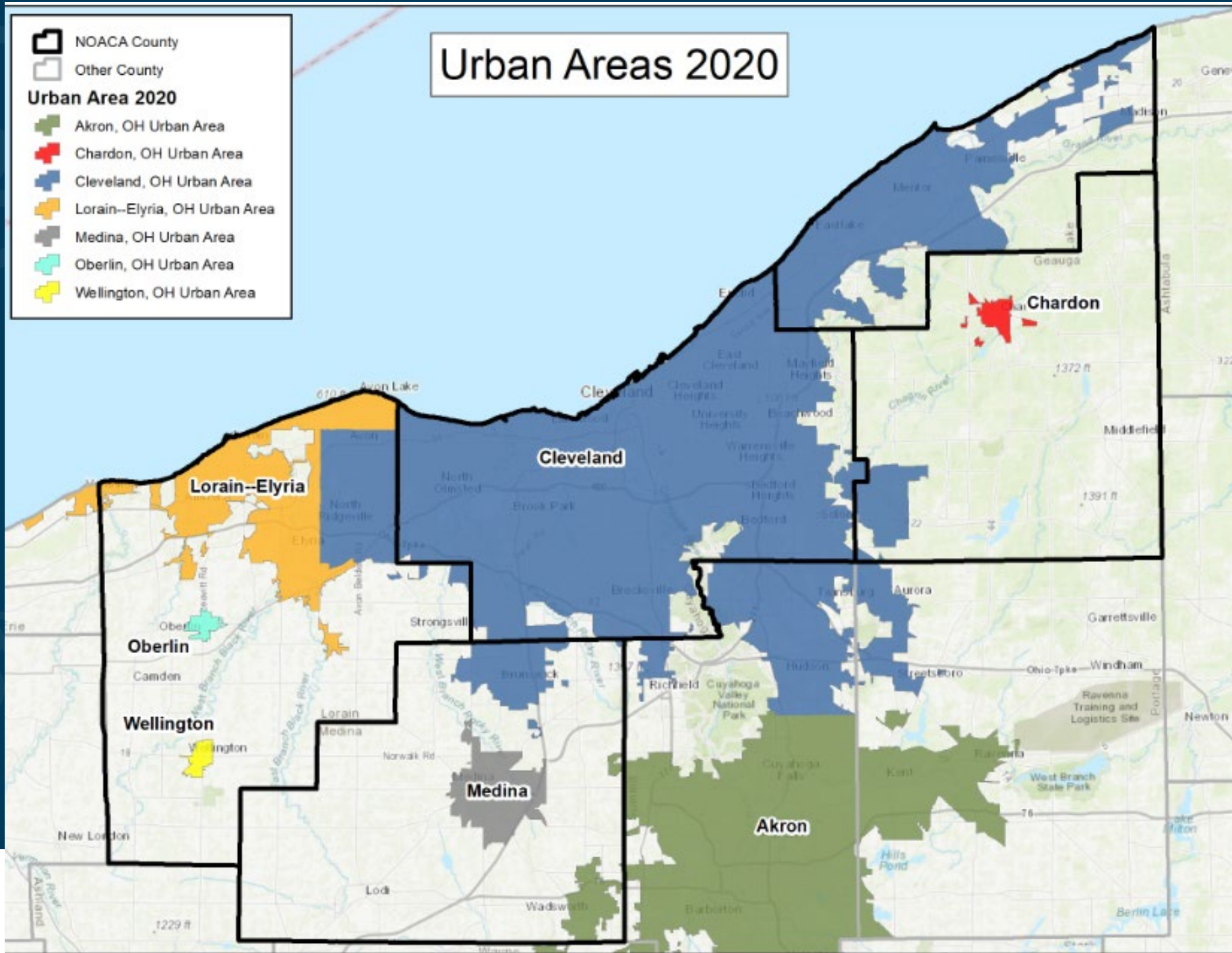
Local match cannot be U.S. Department of Transportation Funds

FUNDING STIPULATIONS

- **NOACA is the Designated Recipient of Federal Transit Administration (FTA) Section 5310 funds for the Cleveland Urban Area**
- **Awardees are subrecipients of funds unless they are an eligible direct recipient (e.g. public transit agencies)**
- **Subrecipient awards are on a reimbursement basis:**
 1. Subrecipient initially incurs 100% of cost;
 2. Subrecipient provides invoice(s)/documentation to NOACA;
 3. NOACA reimburses the subrecipient upon approval

Urban Areas 2020

-  NOACA County
-  Other County
- Urban Area 2020**
-  Akron, OH Urban Area
-  Chardon, OH Urban Area
-  Cleveland, OH Urban Area
-  Lorain-Elyria, OH Urban Area
-  Medina, OH Urban Area
-  Oberlin, OH Urban Area
-  Wellington, OH Urban Area



COORDINATED PLAN REQUIREMENT



- All projects must be consistent with the goals and objectives included in the locally developed Coordinated Public Transit-Human Services Transportation Plan
- Coordinated Public Transit-Human Service Transportation Plan for Northeast Ohio Updated 2024

COORDINATED PLANNING EFFORTS

- **Coordinated Plan is updated every 4 years**
- **NOACA leads the regional update efforts for the five NOACA counties**
- **Each update reviews goals and strategies, consideration of new issues, solutions, technologies in specialized transportation**
- **Extensive partnerships and outreach activities throughout the region**

GOALS OF NEWLY UPDATED PLAN

1. Protect sustainability of the transportation network
2. Expand transportation provider capacity to meet needs
3. Create partnerships between providers that will eliminate barriers to mobility
4. Eliminate price as a barrier to reliable, safe transportation
5. Enhance information and outreach efforts

VEHICLE PURCHASES

- Fleets must be at least 50% accessible upon Section 5310 non-accessible vehicle purchase(s)
- Vehicles must meet current Buy America Standards if total purchase is \$150,000 or greater
- Vendors should be able to provide Buy America documentation for compliant vehicles



VEHICLE PURCHASES

- ODOT's Current Vehicle Term Contracts, Cooperative Purchasing Program, Vehicle Catalog & Selection Guide, etc., provides details on vehicle types.
- <https://www.transportation.ohio.gov/programs/transit/transit-publications/vehicle-catalog-selection-guide>



VEHICLE PURCHASES



ODOT's Cooperative Purchasing Program:

- An option for Government Agencies/Municipalities
- For-Profit and Non-Profit Agencies are ineligible
- Eligible entities can purchase at price State negotiates for vehicle contract

VEHICLE PURCHASES

Vehicle Purchase Considerations:

- All vehicles/manufacturers already verified to meet FTA Buy America, Disadvantaged Business Enterprise (DBE), and other FTA procurement requirements
 - [Purchase_CoOp_Process.doc](#)
- **Vehicle Cost:**
 - Applicants should consider inflation for vehicle purchase in Calendar Year 2026

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APPLICATION PROCESS

Applications due [Friday, April 11, 2025 by 12pm, noon, EST](#)

- Competitive applications can be filled out online via FormStack [HERE](#) by state or local government authority, non-profits, and for-profit transportation providers
- Public Transit Agency funding request forms can be filled out online via FormStack [HERE](#)

NOACA will NOT accept the following application formats, which were options in the past:

- Hard copy
- Electronic media (i.e. CD, DVD, USB)
- E-mail

APPLICATION PROCESS



Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Program Application-State Fiscal Year
2025

DUE: Friday April 11, 2025 at 12pm

Page 1 Section 5310 Competitive Application

Electronic/Form applications and all required attachments (unless otherwise noted) are DUE to NOACA BY FRIDAY, APRIL 11, 2025 at 12pm.

Only COMPLETED applications will be considered for funding. If a section is not applicable, please fill in with N/A. Be sure to upload all required attachments on the last application page at the time of submission.

Summary: This application is for **governments, non-profits, and for-profit entities** that are seeking capital funding for transportation projects which will continue or increase access to transportation options for seniors or individuals with disabilities within the Adjusted Cleveland Urban Area (portions of Cuyahoga, Geauga, Lake, Lorain, and Medina counties) of Northeast Ohio. The Adjusted Cleveland Urban Area can be viewed lower on this page. This is a competitive application. This is a reimbursement program with up to an 80% federal reimbursement rate. All awardees must follow NOACA and Federal Transit Administration (FTA) procurement requirements.

Public Notice: FTA requires all applicants ensure public participation and private sector involvement to the maximum extent feasible as well as exhibit their willingness to coordinate with other agencies. Documentation of these efforts must be provided to NOACA with each application, or as soon as it is available. Section 5 of this application details these requirements. There are time sensitive requirements to the public notice, and each agency must adhere to them.

Reimbursement Program: Funding awarded through this program is done so through reimbursement. Those awarded funding must await an executed contract with NOACA before starting the procurement process. Awardees will procure capital items and provide an invoice with proof of payment to NOACA to be reimbursed for up to 80% of the cost, up to the awarded amount. NOACA will not reimburse for items procured before contract execution, or for items that are not included in NOACA's Authorizing Board Resolution or the executed contract. Projects awarded this round will most likely be implemented between **March 2026-September 2027**.

APPLICATION PROCESS

Signatures will only save once after the initial "save and resume later" function. You also have the option to print signature pages, obtain signature, and upload with application submission.

Authorized Representative

Signature



A large rectangular box containing a handwritten signature in black ink that reads "Jim Thompson". The signature is written over a horizontal line.

Use your mouse or finger to draw your signature above

[clear]

Name

First Name

Last Name

Title

Date

Organization

[Save and Resume Later](#)

Previous

Next







Progress

- Signatures in FormStack will only save twice. Once when you click, "Save and Resume Later", and once after you retrieve the application by weblink, make updates, and submit the application. All other content will be retained.

APPLICATION PROCESS – DROPBOX LINK

Section 5310 Application Attachments

from Noaca Staff (NOACA)

Name ↑	Modified
 2025 Applicant Vehicle Fleet Statistics Worksheet - L...	14 days ago
 2025 Applicant Vehicle Fleet Statistics Worksheet - S...	14 days ago
 Appendix A - Section 5310 Sample Public Notice.pdf	May 9, 2023
 Appendix B - Section 5310 Response to Public Notice....	Jul 8, 2019
 Appendix C - Section 5310 Vehicle Use Calculations ...	May 21, 2020
 Appendix D-Sample Section 5310 Program Authorizin...	May 9, 2023

APPLICATION PROCESS – ATTACHMENTS

Risk Assessment/Financial Audit/990/Reviewed Financials

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Only PDF or image files will be accepted.

Agency Financial Management and Cash Control Procedures

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Please upload your Agency's Financial Management and Cash Control Procedures here. Only PDF or image files will be accepted.

Transit Agency Letter

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Only PDF or image files will be accepted.

Vehicle/Fleet Statistics

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Please upload your complete version of NOACA's table, blank version available here. Only MS Excel file types will be accepted.

Support Letters from Coordinating Agencies

Drag and drop here or [Browse files](#)
Max file size: 10 MB

No more than 3 will be accepted. Please combine all into one document-preferably PDF; Only PDF or image files will be accepted.

Public Outreach Materials

Drag and drop here or [Browse files](#)
Max file size: 10 MB

No more than 3 will be accepted. Please combine all into one document-preferably PDF; Only PDF or image files will be accepted.

Public Outreach/Letters to Peer Agencies in Service Area

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Please combine into one document; Only PDF or image files will be accepted.

Non-Discrimination (for more information if needed)

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Only PDF or image files will be accepted.

Resolution of Authorizing Board-Appendix D

Drag and drop here or [Browse files](#)
Max file size: 10 MB

See Section 7 for a weblink to sample language. Only PDF or image files will be accepted.

Combined Signature Pages (if necessary)

Drag and drop here or [Browse files](#)
Max file size: 10 MB

Please combine into one document. Only PDF or image files will be accepted.

[Save and Resume Later](#)

Previous

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Submit

***Upload all attachments at time of form submission**

****Note file type(s) allowed for file uploads**

APPLICATION PROCESS – PUBLIC NOTICE REQUIREMENTS (PUBLIC BODY)

- Publish a public notice in local media with the widest relevant circulation. Review Appendix B in the application for the required content of the public notice.
- Conduct a public hearing to consider the effects of the applicant's project. The public notice of the hearing should be published two weeks prior to the public hearing. The public hearing must be held in an accessible location.
- A copy of the published notice, an affidavit of publication, and a copy of the minutes/transcripts or summary from the public hearing must be submitted to NOACA with the application.

APPLICATION PROCESS – PUBLIC NOTICE REQUIREMENTS (FOR-PROFITS & NON-PROFITS)

- Publish a public notice in local media with the widest relevant circulation no later than May 1, 2025. See Appendix B in the application for the required content of the public notice.



OR

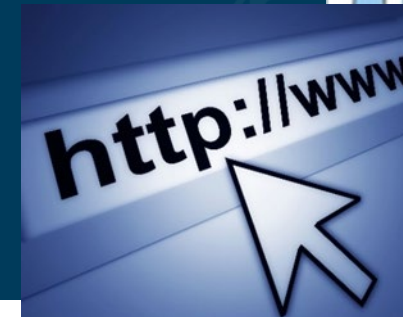
- Send a letter to other human service, non-profit agencies, and private providers operating within the area to be served by the project no later than May 1, 2025. See application for more details



APPLICATION PROCESS – PUBLIC NOTICE REQUIREMENTS

- Application intent must be in a media format that reaches a broad audience in your community.
- Examples include:
 - Newspaper
 - Radio
 - Television
 - Newsletter
 - Equivalent electronic means

**non-public bodies may opt to meet this requirement through providing a letter of intent to apply to this program to other agencies providing similar transportation services within their service area.*



APPLICATION PROCESS – RISK ASSESSMENT

All applicants provide if available:

1. Public Entity: Your organization's most recent Financial Audit

Non-Profit: Your organization's most recent Financial Audit (will accept IRS Form 990 if no recent audit)

For-Profit: Most recent applicable IRS Form tax return



APPLICATION PROCESS – RISK ASSESSMENT

All applicants provide if available:

2. UEI (Unique Entity Identifier): NOACA will review entity's US Federal Government's System Award Management (SAM) system status, and may disqualify applicants who have a negative status

3. Ohio Charter Number: NOACA will review entity's status with Ohio Secretary of State and may disqualify applicants who have a negative status



APPLICATION PROCESS – RISK ASSESSMENT

4. Non-Profits and For-Profits ONLY:

a. **Fiscal Agents (2):** List of first and last names of two staff members from different departments who will serve as fiscal controls (*NOACA will review staff against Ohio's State Auditor Findings for Recovery to ensure staff are in good standing with State Auditor*)

b. **Applicant's Two Year Financial Plan:** including expected revenue sources, anticipated dates of vehicle purchases, planned maintenance for vehicles and expected number of operating hours.

c. **References:** Provide two references of current or recent funding agencies.



APPLICATION PROCESS – RISK ASSESSMENT

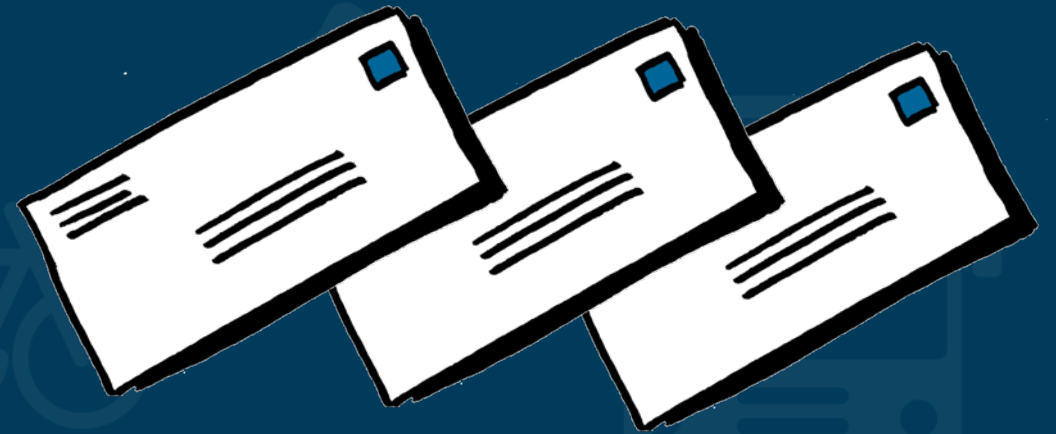
4. Non-Profits and For-Profits ONLY:

d. Agency written financial management and cash control procedures: *(If financial management procedures are not clear, do not meet FTA requirements, or if no internal control procedures are included, NOACA may deem the applicant ineligible) – Attach at end of application*



APPLICATION PROCESS – ATTACHMENTS

- **Coordination Letters from partner agencies (up to 3)**
- **Transit Agency Letter:**
 - Communities, non-profits, and for-profits must submit a letter from the Public Transit Agency which services their service area indicating insufficient service for your clients' needs.



APPLICATION PROCESS – ATTACHMENTS

- **Letters of Support from Coordinating Agencies**
 - Please combine all into one document before submitting
 - Only one letter from each coordinating entity will be accepted
- **Resolution of Authorizing Board of City Council in support of the project and funding the local match due to NOACA with application or separately via email to Leah Telepak no later than May 11, 2025.**



APPLICATION PROCESS – TRANSIT AGENCY LETTER

Geauga County Transit

JoAnna Santilli, Director

Phone: 440.279.2154

Email: JSantilli@geaugatransit.org

Lorain County Transit

Pam Novak

Phone: 440.329.5525

Email: PNovak@loraincounty.us

Laketran

Andrea Aaby, Director of
Compliance & Development

Phone: 440.350.1022

Email: AAaby@Laketran.com

Medina County Public Transit

Shannon Rine, Director

Phone: 330.723.9670

Email: SRine@medinaco.org

APPLICATION PROCESS – TRANSIT AGENCY LETTER

Greater Cleveland Regional Transit Authority (GCRTA) Questions to Answer for a Support Letter to NOACA:

1. Name of your organization (use exactly the same name as the one you write on your application to NOACA)
2. How many vehicle are you asking to acquire?
3. How many of the vehicles are to replace older vehicles?
4. What geographic area will be served?
5. What days of the week will service operate?

APPLICATION PROCESS – TRANSIT AGENCY LETTER

(GCRTA) Questions Continued:

6. What hours of the day/night (approx.) will the service operate?
7. What makes a person eligible to ride the vehicle you will acquire?
8. How much, on average, will the customer be expected to pay per trip?
9. In your opinion, what is the main reason you need to provide the service instead of telling clients to ride RTA Paratransit service?
10. How should the support letter be addressed?

Contact Joel B. Freilich at RTA: Jfreilich@gcrtta.org, 216.356.3018

APPLICATION PROCESS – ATTACHMENTS

Vehicle Fleet Statistics

(ONLY FILL OUT YELLOW COLUMNS, FLEET-WIDE STATS WILL AUTO-CALCULATE)

SECTION 5310 APPLICANT VEHICLE FLEET STATISTICS (Include with Application)												
#	VIN #	Vehicle Type	Make	Is Vehicle ADA Compliant?	Calendar Year Vehicle Put in Service (i.e. 2010)	Vehicle Miles as of March 2025	Total One Way Passenger Trips/yr	Replace With 5310 Funds in 2026?	Service Years ¹	Useful Life Benchmark ² (ULB)	Service Years Vs. Vehicle ULB	At or Past ULB
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
					% of Fleet that is ADA compliant				# of vehicle requests	Average age of fleet		% of fleet at or past ULB

INSTRUCTIONS:

Please fill out this "Applicant Vehicle Fleet" spreadsheet to reflect your current program vehicle inventory. This spreadsheet is locked, with the exception of the yellow cells where you will input vehicle data. Include all vehicles which are used to transport clients, but do not include other vehicles which do not provide direct transportation service. You may include vehicles in your fleet which are not currently in use due to safety/repair needs/age. Please fill out one row per vehicle. The white columns will auto-calculate fleet data.

Vehicle Type	Example	ULB
Auto	(Sedan)	8
Van	(Full Sized, MV-1)	8
Mini-Van		8
SUV		8
Mini-Bus	(Cutaway/LTV, LTN)	10

G32 2025 <- used in formula to calculate vehicle age

EVALUATION CRITERIA

- **Transit Agency Needs will be determined based upon request, demonstration of need, and specialized populations served.**
- **Competitive Applications are evaluated using points based upon program criteria (up to 100 total points)**
 - **Demonstration of need – Up to 70 pts.**
 - **Agency Effectiveness – Up to 10 pts.**
 - **Coordination – Up to 20 pts.**



2025 SECTION 5310 PROGRAM TIMELINE

Date	Event
February 14, 2025	Application Solicitation Begins
March 6, 2025	Section 5310 Applicant Webinar
April 11, 2025	Section 5310 Applications DUE at Noon
May 11, 2025	Public Notices/Resolution Authorizations due
May 16, 2025	Section 5310 Applications presented to Transit Council for input
June 20, 2025	Section 5310 Applications presented to Transportation Subcommittee for input
July 11, 2025	Section 5310 Funding Recommendations presented to Planning & Programming Committee
September 12, 2025	NOACA Board of Directors approves Section 5310 Funding Recommendations
October-December 2025	Contract Execution – Begin Procurement Process

EVALUATION CRITERIA

After the Competitive Selection process identifies recommended projects for funding, applicants will be notified and work directly with NOACA staff to complete funding agreements, submit invoices, comply with FTA program and reporting requirements.



RESOURCES

FTA Section 5310 Technical Assistance Webpage:

[Enhanced Mobility of Seniors & Individuals with Disabilities \(Section 5310\) Program Technical Assistance | FTA](#)

Includes:

- National Aging and Disability Transportation Center
- National Center for Mobility Management
- Intelligent Transportation System (ITS) Peer to Peer Program
- National Transit Institute

QUESTIONS?



CONTACT INFORMATION FOR SECTION 5310 APPLICATION QUESTIONS

Leah Telepak

216.241.2414 x302

Ltelepak@mpo.noaca.org

Visit www.noaca.org/5310 for more program information.

Only applications submitted via FormStack will be accepted.