

Legal Applicant Name: City of Eden, NC

Project Type and Service Area of this Application (*check one of each*)

Traditional Section 5310 Project

Other Section 5310 Project

Small Urban Service Area

Rural Service Area

Contact an MPO about the 5310 funding for the large urbanized areas.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION



Applicant Information

Project Information and Description

Enhanced Mobility of Seniors and Individuals with Disabilities Program

(Federal Section 5310)

North Carolina Department of Transportation
Public Transportation Division
September 1, 2015

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, 2016 – June 30, 2017**). NCDOT is no longer funding two year projects. Funding for subsequent years is not guaranteed. It will be necessary to reapply and go through another competitive process for subsequent funding.

Funded projects are selected through a competitive process that will be coordinated by the NCDOT – Public Transportation Division. Applicants should read the Application Cover Letter and Overview before beginning their application. These documents contain information about the federal and state regulations associated with the funding programs and guidance on how to prepare a grant application.

REMINDER: If you need technical assistance with the programmatic information or requirements, please contact the Mobility Development Specialist assigned to your area. A list is provided in Appendix C of the 5310 Application Overview.

All eligible applicants intending to request funds need to ensure their proposed projects are included in a locally developed, Coordinated Public Transit-Human Service Transportation Plan for their service area(s). Copies of the Coordinated Public Transit-Human Service Transportation Plans can be downloaded from <http://www.ncdot.gov/nctransit>. Click on the heading, Locally Coordinated Plans (LCP) on the right side of the webpage to open the list of plans by county. The LCP covers target populations indentified 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 (Partner Connect Grants System)
- Federal and State Required Documents
- Optional Documentation

SUBMITTAL INSTRUCTIONS

The applicant will submit their application and all required documentation to the NCDOT – Public Transportation Division using the online Partner Connect Grants System by not later than **11:59pm EST, Friday, November 6, 2015**. **After all the required documents are completed and scanned, they are to be uploaded in the Drop Box and must use the following naming convention: SystemName.FY.DocumentName; i.e. “CarolinaCounty.FY2017.TitleVIReport”**. Refer to item “T” in application package for Drop Box uploading instructions. 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.

PART 1 – Applicant Information

Legal Name of Applicant: City of Eden, NC		
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: Rockingham County <i>If Applicant has offices in more than one county, list county where main office is located</i>	
Address: PO Box 70		
City: Eden	State: NC	Zip Code: 27288
Federal Taxpayer ID Number: 56-0896097		
Doing Business As (DBA) Name: <i>If applicable (normally the transit system name, if different than applicant)</i>		
Applicant's DUNS Number: 093774750 <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: Rockingham County <i>List the county or counties that will be served by the proposed project.</i>		
Project Manager and Title:	Meggan Roberts Odell, Senior Director of Transportation and Amy Winn, Accounting Coordinator	
Telephone:	Area Code: 336 Phone Number: (336)- 349-2343	
Fax:	Area Code: 336 Phone Number: (336)- 342-6714	
E-mail Address:	modell@adtsrc.org or awinn@edennc.us	
Website Address:	www.ci.eden.nc.us or www.adtsrc.org or www.rideskat.org	

Current Vehicle Inventory: _____ Vans _____ Vans/Lifts _____ Sedans or Minivans
Enter Number in Fleet

_____ LTVs _____ LTVs/Lifts _____ Buses _____ N/A

Federal Financial Assistance Transparency Act (FFATA) 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 capital or operating 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.

A. PROGRAM APPLICATION

Funding Source	<input checked="" type="checkbox"/> Federal Section 5310 Traditional 5310 Project	<input type="checkbox"/> Federal Section 5310 Other 5310 Project
Riders or Consumers will live in:	<input checked="" type="checkbox"/> Rural area <input checked="" type="checkbox"/> Small Urban area	<input type="checkbox"/> Rural area <input type="checkbox"/> Small Urban area
Total Project Cost by Budget Type:	Capital \$ 142000.00 Mobility Manager \$	Capital \$ Operating \$ Mobility Manager \$
Total Federal Request Match(es) not included	Total Federal Request \$ 142000.00	Total Federal Request \$

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?	147 apartment units (Population in Eden is 3282 over the age of 65)	24 apartment units (Approximate Population in Eden is 743)
Of the number listed above, how many have the unmet transit need your project addresses?	39% do not currently use transit services	48% currently use the demand response system and deviated fixed route in place

How many people with the unmet transit need will you serve through this project?	100% who need service will receive it	100% who need it will receive the service
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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. Only 5311 grantees and/or small urban 5307 grantees will be allowed to request 5310 funded replacement vehicles. No requests for expansion vehicles will be approved.*

INSTRUCTIONS – Applicants from a small urbanized area or rural area must decide if their project is a Traditional Section 5310 Project or whether it fits the criteria of an Other Section 5310 Project. Descriptions of these two categories of funding within the 5310 Program and examples of eligible expenses are found in the 5310 Program Overview. Applicants should **ONLY** complete the questions from the appropriate category(ies). 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.

A. TRADITIONAL SECTION 5310 PROJECTS ONLY

1. Provide a 2-3 sentence description of your proposed project or service.

Answer: *To continue operating a deviated fixed route service to primarily elderly and disabled citizens in the area of Eden in Rockingham County. It is the City's goal to contract service provision with the Community Transportation System in Rockingham County and continue the routes that were begun in January of 2013. Routes established have pick up and drop off locations targeting Elderly and Disabled Housing/Apartment Complexes as well as livelihood necessities such as the the grocery store, pharmacy, medical facilities/Wellness Centers, and other retail areas. The need for this route is displayed through current ridership on similar projects and the Community Transportation System's existing fleet vehicle one way trip statistics, as well as in the Locally Coordinated Plan for Rockingham County and its addendums that call for a bus service in our county. Also according to the US Census Bureau in 2013, an estimated 622 households in Eden proper with an individual 65 years of age or over, do not own a vehicle or have access to any transportation.*

2. 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: *Exploring county wide deviated fixed route service was a top priority in the original approved version of the Locally Coordinated Plan in 2009, the revision and needs assessment survey conducted in May 2011 and the addendum/revisions completed in August 2015. In the American Community Survey results of 2010, approximately 14, 928 people in Rockingham County are documented as disabled (9, 216 are adults between the age of 18-64 and 5, 712 are adults 65 years of age or older) and approximately 21, 338 (22.7% of the county's total population) are 60 years of age or older. It is very likely that these individuals do not have*

vehicles or access to vehicles to perform everyday errands or activities. As Rockingham County continues to become an aging county, the unmet transportation needs will only grow.

3. Describe the mobility options the seniors and/or individuals with disabilities in this service area have now and discuss how your project creates more mobility options.

Answer: Public Transportation is provided in this area to seniors and/or individuals with disabilities using the county's coordinated community transportation system which provides demand response service and a deviated fixed route service. The demand response service is utilized greatly in Eden, however, there is a reservation scheduling notice of at least 72 hours required before an appointment and there is very little transportation funding available to grocery stores or other non medical needs. It is the City's hope that with the continuation of the deviated fixed route service described in this proposal, citizens in Eden will be able to continue to access needed services and have greater options of getting out and about.

4. 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	Locally Coordinated Public Transit Human Service Transportation Plan
2	Applicable Need, Strategy or Activity Included on Page Number(s)	Page 22
3	Plan Date	Original Plan approved in May 2009, Revised Plan/Addendum I approved in May 2011, Revised Plan/ Addendum II approved in August 2015

5. Explain how the capital project you are proposing, enhances the mobility of seniors and/or individuals with disabilities in your service area.

Answer: Currently, the City of Eden does have the deviated fixed route operational as well as the community transportation system's demand response model. This grant proposal will allow the City to continue the deviated fixed route service which has established high volume pick up and drop off locations at several Elderly and Disabled Housing/Apartment Complexes. The current route, which is fluid and changes as needs arise, has 20 stops that allow for grocery shopping, nutrition services, Center for Active Retirement, exercise, retail, medical and socialization. According to studies done following trends of age population in Rockingham County, the age demographic of 60 to 74 is increasing continuously and as increased an average of 19.1% in the last ten years or so. It is obvious that with a greater elderly and/or disabled population, more services designed to accommodate their daily skills and keep them aging at home are necessary. Although specifically targeted at providing transportation to elderly and

disabled citizens in the city of Eden, the deviated fixed route will also be open to the general public for employment, education, etc.

6. According to the Federal Circular, it is not sufficient to assume seniors and/or individuals with disabilities will be included in the traditional 5310 project. Describe the details of the planning and design of your project that establishes that seniors and/or individuals with disabilities will be included in the project.

Answer: *By continuing an established deviated fixed route that already provides service to seniors and individuals with disabilities, it is the City of Eden's intent that those individuals will continue to be included. The deviated fixed route stops are targeted at those individuals under which Section 5310 funding is awarded. Continuous public education and information will be disseminated to the target audience and more stops will be added if needed to accommodate them.*

7. 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): **400+**

Answer (additional trips): **18,000**

8. 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: *This project will definitely coordinate with local health and human service agencies as well as government on the city and county level. The City of Eden as grantee will partner immediately with the county's existing coordinated community transportation system to provide the deviated fixed route service. It is also the intent, that the routes will begin to relieve some of the financial burden of non emergency medical transportation provided by Medicaid service providers (Transit and Emergency Management Personnel) and a significant decrease in costs to Medicaid will be seen at least within Rockingham County. Citizens of Eden will not have to use the lack of accessible transportation as an excuse to not seek health care and livelihood sustain activities.*

9. 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, 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.

Answer: *Upon notification of award of this grant, the City of Eden will initiate an MOU (Memorandum of Understanding) with the county's coordinated community transportation system for purchase of service. The City of Eden administration office, along side the director of transportation with the coordinated transit system, will be responsible for the oversight of the grant and making sure that eligible citizens receive identification cards to ensure accessibility and accuracy of grant reporting on the deviated fixed route. Public forums will be held throughout the year to gain public input on route modifications and a representative from the City of Eden will serve on the county's Transportation Advisory Board. On going conversations will occur with facilities interested in supporting a bus stop and advertising for the route. We believe that the public-private partnership will be strong and will allow for a unique collaboration of resources.*

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

Answer: *The City of Eden will continuously monitor the relationship with the coordinated transit system and the scope of this project. It will set forth benchmarks that should be achieved and will be evaluated on a monthly basis by administrative staff representing both entities. The health and human service agencies engaged in this project will set forth standards that will need to be met as well and those will be visited quarterly at the Transportatin Advisory Board meetings. Using the strengths and wisdom gained from other municipalities and the coordinated transit system, the City of Eden will be able to decipher whether our goal of providing service primarily to the aging and disabled population who needs it, is being accurately met.*

11. 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: *This project is not directly related to any other project that the City of Eden operates. This project is an extension of one begun by the county's coordinated transit system and applied for and awarded last fiscal year to the City of Eden, and will be operated in the same capacity as is currently.*

12. How will the applicant sustain the proposed service and maintain any vehicles after the grant period?

Answer: The City of Eden supports the idea and implementation of the deviated fixed route in the area of Eden proper and will continue the service as best as financially able through city budget fund balances, advertising revenue, continued grant applications that support the service represented, partnerships with other agencies, letters of interest and local foundations gifts, fare revenue, etc.

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

Answer: The City of Eden's organizational mission is to help its citizens and provide services in areas of interest and need. The partnership with the county's coordinated community transit system will enhance the quality of life for individuals by empowering them to achieve optimum health and well being, independence and participation in the community. This project will succeed in promoting local economy, local participation in the community and healthier living. It is the intent that this project will allow aging citizens to stay longer in their residences and not put burdens on the state's financial ability to place these folks in assisted living homes.

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

Answer: The City of Eden, by partnering with the county's coordinated transit system, will be able to manage this grant and its reports with ease. The contracted service provider has been providing transportation for over 20 years and has been deemed the lead transportation agency for the county by the commissioners in 1997. The service provider has been operating and managing a similar 5310 grant award and will be instrumental in making sure that this project is monitored with efficiency and accuracy.

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: The existing office staff in the Finance Department at the City of Eden and the key personnel already on staff at the county's coordinated transit system are ready and able to undertake reporting, data collection and overall management of the grant.

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

Answer: The City of Eden will manage risk and provide for safe delivery of services while collaborating with the county's coordinated transit system, which already does this on a daily basis with its existing fleet under Section 5311 and Section 5310 funding. Under the

guidance of NCDOT, partnering governing bodies, health and human service agencies and the transit provider, the City of Eden will closely monitor the delivery of transportation services, acknowledge and work towards improvement of areas noted, follow all safety regulations and training and make sure that the targeted audience for this grant is reached.

B. OTHER SECTION 5310 PROJECTS – BASED ON THREE ELIGIBILITY CRITERIA

1. Provide a 2-3 sentence description of your proposed project or service.

Answer:

2. 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:

3. 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. If public transportation is unavailable to the targeted populations, how are they getting to life-sustaining, social and recreational activities without it?

Answer:

4. 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	
2	Applicable Need, Strategy or Activity Included on Page Number(s)	
3	Plan Date	

5. 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:**
- b. Does your project improve access to fixed route service and decrease reliance by individuals with disabilities on ADA complementary paratransit service?

Answer:

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

6. If you answered 'yes' to any of the questions in 5(a), 5(b) or 5(c) above, describe how your project meets this qualifying criteria.

Answer:

7. 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 how seniors and/or individuals with disabilities will be targeted and how the general public will be part of the project.

Answer:

8. 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):

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:

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, 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.

Answer:

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

Answer:

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:

13. How will the applicant sustain the proposed service and maintain any vehicles after the grant period?

Answer:

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

Answer:

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

Answer:

16. 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:

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

Answer:

