

2008
APPLICATION GUIDELINE
BOOKLET

Federal fiscal year 2009

Federal Transit Administration
49 U.S.C.

SECTION 5310
Capital Assistance Program
For
Elderly and Persons with Disabilities

Multimodal Operations Division
Missouri Department of Transportation (MoDOT)
Revised January 8, 2008

SCHEDULE OF EVENTS

January 2008..... Applications distributed /available online
July 1, 2008.....Applications to MoDOT must be postmarked by this date
October – December 2008.....State application submitted to FTA
December 31, 2008.....Federal action announced
December 2008.....Applicants will be notified of funding decisions by MoDOT
February 2009.....Vehicles ordered
May 2009.....Begin delivery of straight vans
September 2009..... Begin delivery of mini-buses
October 2009.....Begin delivery of modified vans

** Please note that these are estimated dates and are subject to change due to delays in Federal disbursement, problems with the manufacturer or vendor. The Department makes every attempt to keep this schedule, however, at times there are situations that we cannot control that may cause delays.

** Also, please note any and all Missouri Department of Transportation address and staff changes and make sure that your letters and notices are up to date.

For information call or write:

Chris Brundin

Multimodal Operations, Transit
Missouri Department of Transportation
P.O. Box 270

Jefferson City, Missouri 65102

Phone No. (573) 526-5500 Fax No. (573) 526-4709

Christina.Brundin@modot.mo.gov

INTRODUCTION

The Elderly and Persons with Disabilities Program, Section 5310 of Title 49, United States Code provides capital assistance to meet the transportation needs of elderly and/or persons with disabilities where public transportation services are unavailable, insufficient or inappropriate.

The Missouri Department of Transportation (MoDOT) administers the program and has limited funds to purchase vehicles and/or accessibility equipment (lifts and restraints, no ramps).

Transportation agencies that receive vehicles may be part of a coordinated system open to all elderly and/or persons with disabilities. Ridership may be open to other members of the general public, once the immediate transportation needs as described in the grant recipient's application are satisfied.

ELIGIBLE RECIPIENTS

Nonprofit organizations providing transportation services to the elderly and/or persons with disabilities are eligible for funding. Public entities may also apply if they demonstrate there are no other providers capable of providing the proposed service or that they are best able to coordinate moneys and equipment within the proposed service area.

Nonprofit corporations must include a copy of their **Nonprofit Corporation Certification Number** issued by the Missouri Secretary of State and a copy of their **federal or state tax exempt letter** with their application.

Current, active agencies already having Section 5310 vehicles in service that have not returned Annual Certifications of Use and Vehicle Usage reports from the previous year are not eligible for funding consideration.

FINANCIAL INFORMATION

Local Match - Local match must be in cash from non-federal sources: local fund raising, local, county or state revenues (federal moneys are exempt as match). A letter of confirmation from your funding sources must be included as Attachment F of your application. This program normally pays 80% of the total cost of the approved equipment, and the applying agency is required to provide 20% local matching funds.

Operating Funds - Written confirmation is required (Attachment G) stating that the applying agency will have the necessary operating monies to do the service proposed. These operating monies may come from federal, state, county or local sources.

DISTRIBUTION OF FUNDS

To ensure all areas of the state have access to the program, funds are initially reserved for the seven urbanized areas and the balance of the state based on population from the most recent census. If an urbanized area does not utilize its reserved amount, it will be redistributed throughout the state, with no carry over to the next funding cycle.

APPLICATION EVALUATIONS

Urbanized areas (population 50,000+)

There are seven urbanized areas in Missouri served by Metropolitan Planning Organizations (MPO's). These are Columbia, Jefferson City, Joplin, Kansas City, Springfield, St. Joseph and St. Louis. Each area MPO has an evaluation system approved by MoDOT for making funding recommendations. Applicants should contact their respective MPO for specific instructions and deadlines. The MPO will submit their list to MoDOT on who should receive funding within their area. **The percentage of funding received by a particular MPO is based on the 2000 Census population figures. Final funding decisions rest with MoDOT.**

For non-urbanized areas, the **original** application (with **original** signatures) must be sent to the Missouri Department of Transportation, **postmarked no later than July 1, 2008.**

- COLUMBIA** Includes the city of Columbia.
Contact is Mr. Mitch Skov, Transportation Planner at (573) 874-7243.
Deadline is July 1, 2008. (Receives 17 % of total funding)
- JEFFERSON CITY** Includes Jefferson City.
Contact is Alan Morrison, Transportation Planner at (573) 634-6410.
Deadline is July 1, 2008. (Receives 1% of total funding)
- JOPLIN** Includes the cities of Joplin, Webb City, Duquesne, Overland Park and Saginaw.
Contact is Mr. Troy Bolander at (417) 624-0820 ext. 511.
Deadline is July 1, 2008. (Receives 1.3 % of total funding)
- KANSAS CITY** Includes the counties of Cass, Clay, Jackson, Platte and Ray.
Contact is Mr. Stewart Nelson at (816) 421-7704 ext. 244.
Deadline is July 1, 2008. (Receives 15.1 % of total funding)
Funding recommendations are made by the Special Transportation Advisory Committee (STAC), a sub-committee of the Mid-America Regional Council (MARC) metropolitan planning organization.
- SPRINGFIELD** Includes the cities of Springfield, Nixa, Ozark, Fremont Hills, Republic Battlefield, Willard, Stafford and Brookline.
Contact is Ms. Sara Edwards at (417) 864-1093.
Deadline is June 1, 2008. (Receives 3.8 % of total funding)
- ST. JOSEPH** Includes the city of St. Joseph.
Contact is Mr. Andrew Clements at (816) 271-5324.
Deadline is April 15, 2008. (Receives 1.3 % of total funding)
**Please note there is supplemental information required for St. Joseph applicants. Contact Mr. Clements for details.
- ST. LOUIS** Includes the counties of St. Louis, St. Charles, the City of St. Louis and portions of the counties of Jefferson and Franklin.
Contact person is Mr. Jim Wild at (314) 421-4220.
Deadline is April 15, 2008. (Receives 30.3 % of total funding)

Funding recommendations are made by the Paratransit Advisory Committee (PAC), an advisory committee to the East-West Gateway Coordinating Council Metropolitan Planning Organization.

All other areas of the State - MoDOT evaluates the remaining applications on the following criteria:

NEED - Maximum of 25 Points (based on mileage)

USAGE - Maximum of 25 Points (based on monthly trips)

SERVICES - Maximum of 30 Points (based on type of trips medical, employment, etc.) if you have more than 24% recreation trips you will receive no points in this category. Note. Some "Inclusion" type trips can be classified under medical.

STAFF DISCRETION - Maximum 10 Points

SERVICE HOURS - Maximum 10 Points (8 hour day)

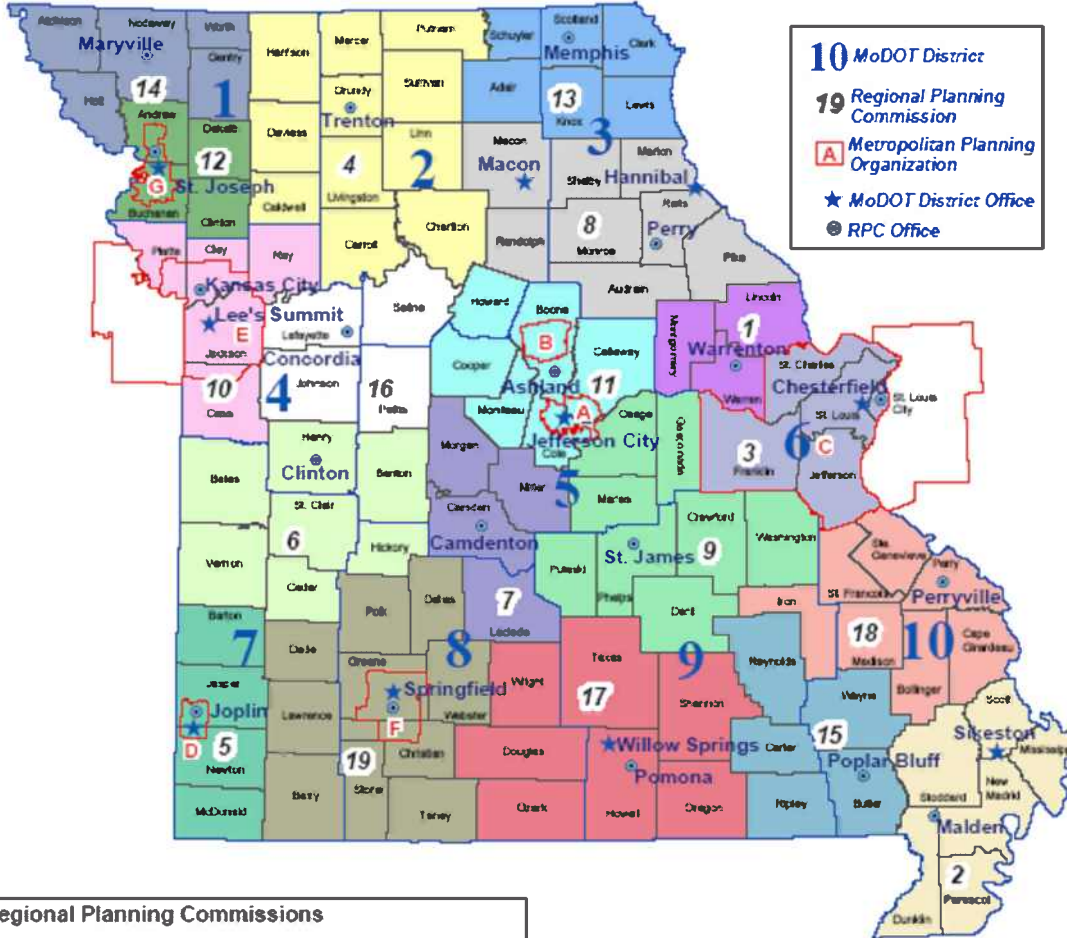
Each vehicle is evaluated and points assigned for each area above, totaled, and ranked for funding.

REVIEWS

Applicant organizations that provide or intend to provide service to the elderly should notify, in writing, the Area Agency on Aging office in the proposed service area. Likewise, agencies providing service to the MR/DD should notify their Regional Council on Developmental Disabilities, the local SB40 Development Disabilities Resource Board, and the local Seniors HB351 Board. If your organization provides service to all of these clients, each agency should be notified. Copies of these letters and the replies must accompany your application.

Projects ***will be required*** to be included in a local coordinated human services transportation plan. Your local Regional Planning Commission (RPC) does these plans. For those organizations that are within one or more RPCs, it is to your advantage to be included in all of the locally coordinated plans.

Missouri Regional Planning Commissions, Metropolitan Planning Organizations and MoDOT Districts



Regional Planning Commissions

1. Boonslick Regional Planning Commission	636-456-3473
2. Bootheel Regional Planning & Economic Development Commission	573-614-8178
3. East-West Gateway Council of Governments	314-421-4220
4. Green Hills Regional Planning Commission	660-359-5636
5. Harry S Truman Coordinating Council	417-782-3515
6. Kaysinger Basin Regional Planning Commission	660-865-3393
7. Late of the Ozarks Council of Local Governments	573-346-5616
8. Mark Twain Regional Council of Governments	573-565-2203
9. Meramec Regional Planning Commission	573-265-2593
10. Mid-America Regional Council	816-474-4240
11. Mid-Missouri Regional Planning Commission	573-657-9779
12. Mo-Kan Regional Council	816-233-3144
13. Northeast Missouri Regional Planning Commission	660-465-7281
14. Northwest Missouri Regional Council of Governments	660-582-5121
15. Ozark Foothills Regional Planning Commission	573-785-6402
16. Pioneer Trails Regional Planning Commission	660-463-7934
17. South Central Ozark Council of Governments	417-256-4226
18. Southeast Missouri Regional Planning & Economic Development Commission	573-547-8357
19. Southwest Missouri Council of Governments	417-936-8500

Metropolitan Planning Organizations

A. Capitol Area Metropolitan Planning Organization	573-634-6410
5. Columbia Area Transportation Study Organization	573-674-7239
C. East-West Gateway Council of Governments	314-421-4220
D. Joplin Area Transportation Study Organization	417-624-5820
E. Mid-America Regional Council	816-474-4240
F. Ozarks Transportation Organization	417-854-1093
G. St. Joseph Area Transportation Study Organization	816-271-5324

MoDOT Districts 1-888-ASK MODOT (275-6636)

Prepared by
Missouri Department of Transportation
Transportation Planning
2217 St. Marys Blvd
Jefferson City, MO 65109
Phone (573) 526-9058 Fax (573) 526-8052
December 27, 2006

