

**Competitive Selection Process for
JARC/New Freedom federal funds**

Cincinnati Urbanized Area

(Application attached)



Adopted August 9, 2007

The Competitive Selection Process for Job Access and Reverse Commute (Section 5316) and New Freedom (Section 5317) federal funds is a requirement under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) passed by Congress on August 15, 2005. Applications for these federal funds, along with the Elderly Individuals and Individuals with Disabilities (Section 5310) federal funds, must be derived from a locally developed Coordinated Public Transit-Human Services Transportation Plan. In addition, the designated recipient for JARC and New Freedom federal funds is responsible for developing the competitive selection process.

The Coordinated Public Transit-Human Services Transportation Plan for the OKI Region, adopted by the OKI Board of Directors on June 14, 2007, will be the basis for awarding Section 5310, 5316 and 5317 federal funds in the Cincinnati urbanized area. The following competitive selection process will be used to determine the funding of applications for the JARC and New Freedom federal funds in the Cincinnati urbanized area.

All FTA grants are reimbursable grants. Costs must be incurred by the applicant before requesting reimbursement from OKI.

The following program goals have been identified under the provisions set forth in SAFETEA-LU, as codified at 49 U.S.C 5316 and 49 U.S.C 5317.

Job Access and Reverse Commute Program. The goal of the JARC program is to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals throughout the country. Toward this goal, the Federal Transit Administration (FTA) provides financial assistance for transportation services, planned, designed, and carried out to meet the transportation needs of eligible low-income individuals in all areas –urbanized, small urban, and rural. The program requires coordination of federally assisted programs and services in order to make the most efficient use of Federal resources.

New Freedom Program. The New Freedom grant program aims to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60% of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to expand the transportation mobility options available to persons with disabilities beyond the requirements of the Americans with Disabilities Act of 1990.

Eligible sub recipients (applicants) for JARC and New Freedom funds all into three categories:

- a. Private non-profit organizations. A non-profit organization is a corporation or association determined by the Secretary of the Treasury to be an organization described by 26 U.S.C. 501 (c) which is exempt from taxation under 26 U.S.C. 501 (a) or one which has been determined under State law to be non-profit and for which the designated State agency has received documentation certifying the status of the non-profit organization;
- b. State or local governmental authority; and
- c. Operators of public transportation services including private operators or public transportation services.

The following is a description of eligible activities that may be funded with JARC or New Freedom federal funds:

Job Access and Reverse Commute Program. Funds from the JARC program are available for capital, planning and operating expenses that support the development and maintenance of transportation services designed to transport low-income individuals to and from jobs and activities related to their employment. Eligible projects may support activities such as:

- a. Late-night and weekend service;
- b. Guaranteed ride home service;
- c. Shuttle service;
- d. Expanding fixed-route public transit routes;
- e. Demand-responsive van service;
- f. Ridesharing and carpooling activities;
- g. Transit related aspects of bicycling (adding bicycle racks to vehicles to support individuals that bicycle a portion of their commute or providing bicycle storage at transit stations);
- h. Local car loan programs that assist individuals in purchasing and maintaining vehicles for shared rides;
- i. Promotion, through marketing efforts of the:
 - (1) use of transit by workers with non-traditional work schedules;
 - (2) use of transit voucher programs by appropriate agencies for welfare recipients and other low-income individuals
 - (3) development of employer-provided transportation such as shuttles, ridesharing, carpooling; or

- (4) use of transit pass programs and benefits under Section 132 of the Internal Revenue Code of 1986;
- j. Supporting the administration and expenses related to voucher programs.
- k. Applying Geographic Information System (GIS) tools;
- l. Implementing Intelligent Transportation Systems (ITS), including customer trip information technology;
- m. Integrating automated regional public transit and human service transportation information, scheduling and dispatch functions;
- n. Deploying vehicle position-monitoring systems;
- o. Establishing regional mobility managers or transportation brokerage activities which may include:
 - (1) the promotion, enhancement and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults and low income individuals;
 - (2) support for short term management activities to plan and implement coordinated services;
 - (3) support of state and local coordination policy bodies and councils;
 - (4) the operation of transportation brokerages to coordinate providers, funding agencies and customers;
 - (5) the provision of coordination services, including employer-oriented Transportation Management Organizations'; and Human Service Organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning for activities for customers;
 - (6) the development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and
 - (7) Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of Geographic Information Systems (GIS) mapping, Global Positioning System technology, coordinated vehicle scheduling, dispatching and monitoring technologies as well as technologies to track costs and billing in a coordinated system and single smart customer payment systems (acquisition of technology is also eligible as a stand alone capital expense).

New Freedom Program. New Freedom program funds are available for capital and operating expenses that support new public transportation services beyond those required by the ADA and new public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities with accessing transportation services, including transportation to and from jobs and employment support services. For the purpose of the New Freedom program, "new" service is any service or activity that was not operational before August 10, 2005 and did not have an identified funding source as of August 10, 2005 as evidenced by inclusion in the Transportation Improvement Program (TIP) or the State Transportation Improvement Program (STIP).

Both new public transportation services and new public transportation alternatives are required to go beyond the requirements of the ADA and must (1) be targeted toward individuals with disabilities; and (2) meet the intent of the program by removing barriers to transportation and assisting persons with disabilities with transportation, including transportation to and from jobs and employment services.

Maintenance of Effort: Recipients or sub recipients may not terminate paratransit enhancements or other services funded as of August 10, 2005, in an effort to reintroduce the services as "new" and then receive New Freedom funds for those services.

- a. New Public Transportation Services Beyond the ADA. The following activities are examples of eligible projects meeting the definition of new public transportation.
 - (1) Enhancing public transportation services beyond minimum requirements of the ADA. Paratransit services can be eligible under New Freedom in several ways as long as the services provided meet the definition of "new:"
 - (a) Expansion of paratransit service parameters beyond the $\frac{3}{4}$ mile required by the ADA;
 - (b) Expansion of current hours of operation for paratransit services that are beyond those provided on the fixed route services;
 - (c) The provision of same day service;
 - (d) Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;

- (e) Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for common wheelchairs under the ADA and labor costs of aides to help drivers assist passengers with over-sized wheelchairs. This would permit the acquisition of lifts with a larger capacity, instead of just modifications to lifts with a 600 lb design load, as well as the acquisition of heavier-duty vehicles for paratransit and/or demand-response service; and
 - (f) Installation of additional securement locations in public buses beyond what is required by the ADA.
- (2) Feeder services. New “feeder” service (transit service that provides access) to commuter rail, commuter bus, intercity rail, and intercity bus stations, for which complementary paratransit service is not required under the ADA.
- (3) Making accessibility improvements to transit and intermodal stations not designated as key stations. Improvements for accessibility at existing transportation facilities that are not designated as key stations established under 49 CFR 37.47, 37.51, or 37.53, and that are not required under 49 CFR 37.43 as part of an alteration or renovation to an existing station, so long as the projects are clearly intended to remove barriers that would otherwise have remained. New Freedom funds are eligible to be used for new accessibility enhancements that remove barriers to individuals with disabilities so they may access greater portions of public transportation systems, such as fixed-route bus service, commuter rail, light rail and rapid rail. This may include:
- (a) Building an accessible path to a bus stop that is currently inaccessible, including curbcuts, sidewalks, accessible pedestrian signals or other accessible features,
 - (b) Adding an elevator or ramps, detectable warnings, or other accessibility improvements that are not otherwise required under the ADA to a non-key station,
 - (c) Improving signage, or wayfinding technology, or
 - (d) Implementation of other technology improvements that enhance accessibility for persons with disabilities.
- (4) Travel training. New training programs for individual users on awareness, knowledge, and skills of public and alternative

transportation options available in their communities. This includes travel instruction and travel training services.

b. New Public Transportation Alternatives Beyond the ADA. The following activities are examples of projects that are eligible as new public transportation alternatives beyond the ADA under the New Freedom program:

(1) Purchasing vehicles to support new accessible taxi, ride sharing, and/or vanpooling programs. New Freedom funds can be used to purchase and operate accessible vehicles for use in taxi, ridesharing and/or van pool programs provided that the vehicle has the capacity to accommodate a passenger who uses a "common wheelchair" as defined under 49 CFR 37.3, at a minimum, while remaining in his/her personal mobility device inside the vehicle, and meeting the same requirements for lifts, ramps and securement systems specified in 49 CFR part 38, subpart B.

(2) Supporting the administration and expenses related to new voucher programs for transportation services offered by human service providers. This activity is intended to support and supplement existing transportation services by expanding the number of providers available or the number of passengers receiving transportation services. Only new voucher programs or expansion of existing programs are eligible under the New Freedom program. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The New Freedom program can provide vouchers to individuals with disabilities to purchase rides, including: (a) mileage reimbursement as part of a volunteer driver program; (b) a taxi trip; or (c) trips provided by a human service agency. Providers of transportation can then submit the voucher for reimbursement to the recipient for payment based on pre-determined rates or contractual arrangements. Transit passes for use on existing fixed route or ADA complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (Federal/local) match.

(3) Supporting new volunteer driver and aide programs. New volunteer driver programs are eligible and include support for costs associated with the administration, management of driver recruitment, safety, background checks, scheduling, coordination with passengers, and other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of new enhancements to increase capacity of existing volunteer driver programs are also eligible. FTA notes that any volunteer program

supported by New Freedom must meet the requirements of both "new" and "beyond" the ADA. FTA encourages communities to offer consideration for utilizing all available funding resources as an integrated part of the design and delivery of any volunteer driver/aide program.

- (4) Supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. For example, a non-profit agency could receive New Freedom funding to share services it provides to its own clientele with other individuals with disabilities and coordinate usage of vehicles with other non-profits. Mobility management is intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management activities may include:
- (a) The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults, and low income individuals;
 - (b) Support for short term management activities to plan and implement coordinated services;
 - (c) The support of State and local coordination policy bodies and councils;
 - (d) The operation of transportation brokerages to coordinate providers, funding agencies and customers;
 - (e) The provision of coordination services, including employer-oriented Transportation Management Organizations' and Human Service Organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers;
 - (f) The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and

- (g) Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of Geographic Information Systems (GIS) mapping, Global Positioning System technology, coordinated vehicle scheduling, dispatching and monitoring technologies as well as technologies to track costs and billing in a coordinated system and single smart customer payment systems (acquisition of technology is also eligible as a stand alone capital expense).

Federal/Local Matching Requirements

JARC and New Freedom federal funds may be used to finance capital and operating expenses. The Federal share of eligible capital costs may not exceed 80% of the net capital costs of the program. The Federal share of the eligible operating costs may not exceed 50% of the net operating costs of the activity. The local share of eligible capital costs shall be no less than 20% of the net cost of the activity, and the local share for eligible operating costs shall be no less than 50% of the net operating costs. All of the local share must be provided from sources other than Federal DOT funds. Some examples of sources of local match which may be used for any or all of the local share include: State or local appropriations; other non-DOT Federal funds; dedicated tax revenues; private donations; revenue from human service contracts; toll revenue credits; and net income generated from advertising and concessions. Non-cash share such as donations, volunteer services, and in-kind contributions is eligible to be counted toward the local match. The value of any non-cash share shall be documented and supported, represent a cost which would otherwise be eligible under the program, and be included in the net project costs in the project budget.

Income from contracts to provide human service transportation may be used either to reduce the net project cost (treated as revenue) or to provide local match for JARC and New Freedom operating assistance. In either case, the cost of providing the contract service is included in the total project cost.

Exceptions. The Federal share is 90% for vehicle-related equipment and facilities required by the Clean Air Act Amendments of 1990 (CAAA) or the Americans with Disabilities Act of 1990 (ADA). It is only the incremental cost of the equipment or facility required by the CAAA or ADA that may be funded at 90%, not the entire cost of the vehicle or facility, even if the vehicle or facility is purchased for use in service required by the ADA or CAAA. States wishing to apply for assistance at the higher match ratio should consult the FTA regional office for further guidance regarding methods of computing the incremental cost before submitting an application.

Use of Other Federal Funds. Local match may be derived from other Federal programs that are eligible to be expended for transportation, other than funds from DOT programs. Examples include Temporary Assistance for Needy Families,

Medicaid, employment training programs, Rehabilitation Services, and Administration on Aging. To be eligible for local match for FTA funds, the other Federal funds must be used for activities included in the total net project costs of the FTA grant. Expenditure of other Federal funds for transportation outside of the scope of the project cannot be applied as a credit for local match in the FTA grant.

The following evaluation criteria will be used for project selection for applicants seeking JARC and New Freedom funds in the Cincinnati urbanized area. These criteria follow the strategies suggested in the JARC and New Freedom Program Guidance and Application Instructions which include selecting projects that:

1. address gaps in current service provisions for targeted communities as defined in the local coordinated plan;
2. make use of available resources and leverage resources to the extent possible;
3. coordinate with other Federal programs (e.g., coordinated services, financial partnerships);
4. can be achieved with the given technical capacity of the project sponsor; and
5. demonstrate evidence of broad solicitation for input (coordinated planning process).

Please complete the Job Access/Reverse Commute and New Freedom application to submit your project for consideration.

APPLICATION FORM--JOB ACCESS/REVERSE COMMUTE (SECTION 5316) AND
NEW FREEDOM (SECTION 5317) FEDERAL FUNDS
OKI Regional Council of Governments

August 2007

<p>Source of match for JARC or New Freedom federal funds: Please note all matching funds must be provided from sources other than Federal Department of Transportation (DOT) funds. Include documentation such as a resolution, ordinance or management letter with identified available and accessible local share.</p>
<p>1. Is your agency identified in the Coordinated Public Transit-Human Services Transportation Plan for the OKI region? _____ yes _____ no</p>
<p>2. What gaps in service will your project help to fill? (see pages 5 - 9 and 99 - 101 of the Plan) Projects that fill the most important gaps, as identified on page 100, will receive higher points. (0 - 15 points)</p>
<p>3. What strategies does your project undertake to address the identified gaps in service as described in the Coordinated Public Transit-Human Services Transportation Plan. (see pages 102 - 105 of the Plan) (0 - 15 points)</p>
<p>4. Does your project provide service to the targeted populations? (see pages 106 - 108 of the Plan). For JARC applications, does your project serve an employment area shown on the map on pages 109 - 110 of the plan? (0 - 15 points)</p>

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5. What Coordination efforts has the applicant undertaken to help eliminate or reduce duplication in services? Indicate which agencies you contacted and the results of your efforts. Attach any letters, agreements, contracts or memos as documentation. See page 111 of the plan for guidance. (0 - 25 points)

6. What steps has the applicant undertaken to assure sustainability of the project should JARC or New Freedom federal funds no longer become available? (0 - 15 points)

7. Describe the anticipated benefits of the project such as number of passengers served, cost savings, benefits to the targeted populations, etc. (0 - 15 points)