Legal Applicant Name: Town of Stoneville, NC

Service Area of this Application

☐ **Small Urban Service Area**

☒ **Rural Service Area**

Project Type:

Traditional Section 5310 Project

Large Urbanized Areas must contact an MPO about applying for 5310 funding.

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NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

Applicant Information

Project Information and Description

Enhanced Mobility of Seniors and Individuals with Disabilities Program

(Federal Section 5310)

Capital – Purchase of Service

North Carolina Department of Transportation
Public Transportation Division
August 6, 2018

GENERAL GUIDANCE

This call for projects in the small urbanized and rural areas will result in grants with a maximum period of performance of 12 months **(July 1, 2019 – June 30, 2020).** 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 following the procedures outlined in the finalized **Statewide Locally Coordinated Plan** which is currently out for public comment. Applicants should read the Application Overview before beginning their application. This document contains 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.

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). 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 (Enterprise Business System [EBS] Grants System)
- Federal and State Required Documents
- Optional Documentation

SUBMITTAL INSTRUCTIONS

A. The applicant will submit their application and all required documentation to the NCDOT – Public Transportation Division using the online EBS Grants System by no later than **11:59pm EST, Friday, November 2, 2018. Documents are to be uploaded in the Drop Box and must use the following naming convention: AgencyName.FY.DocumentName; i.e. "Agency.FY20.TitleVIReport". Refer to the Drop Box uploading instructions in application package.** 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.

   For convenience, agencies may attach one zipped file containing all the master and supporting documents.

PART 1 – Applicant Information

Legal Name of Applicant: Town of Stoneville, NC		
Applicant's Congressional District: 13 *If Applicant's city is included in more than one district, enter primary district only*	Applicant's County: Rockingham County *If Applicant has offices in more than one county, list county where main office is located*	
Address: 101 Smith Street		
City: Stoneville	State: NC	Zip Code: 27048
Federal Taxpayer ID Number: **56-6001346**		
Doing Business As (DBA) Name: *If applicable (normally the transit system name, if different than applicant)*		
Applicant's DUNS Number: **100412287** *Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at:* http://fedgov.dnb.com/webform		
Parent Agency DUNS Number: *Required only if different than Applicant*		
Applicant's Service Area's Congressional District: 13 *If Service Area is included in more than one district, enter primary district only*		
Project's Service Area: Rockingham County (Western Part) List the county or counties that will be served by the proposed project.		

Project Manager and Title:	Kenneth Gamble, Town Manager
Telephone:	Area Code: 336 Phone Number: 573 - 9393
Fax:	Area Code: 336 Phone Number: 573 - 2020
E-mail Address:	kgamble@town.stoneville.nc.us
Website Address:	www.town.stoneville.nc.us

Federal Financial Assistance Transparency Act (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 Preporting: If "Yes" is selected above, enter the Names and Compensation amounts for the top five officers of the Applicant.

	Full Name	**Total Compensation**
1		$
2		$
3		$
4		$
5		$

PART 2 – Project Information

IMPORTANT: Applicants will be allowed to submit an unlimited number of applications for 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 **Project Type**	Federal Section **5310** **Traditional 5310 Project**
Riders or Consumers will live in:	☒ Rural area ☐ Small Urban area
Total Project Cost by Budget Type:	Operating $ 110000.00
Total Federal Request **Match(es) not included**	Total Federal Request $ 110000.00

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 Western Rockingham is 1376 over the age of 65)	26 apartment units (Approximate Population in Western Rockingham is 317)
Of the number listed above, how many have the unmet transit need your project addresses?	37% do not currently use transit services	60% currently use the demand response system and deviated fixed route
How many people with the unmet transit need will you serve through this project?	100% who need the service will receive it	100% who need the service will receive it

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.*

INSTRUCTIONS – This application is for a "Section 5310 Traditional" project, line items **G-611 – Direct Purchase of Service (Private), G-641 Direct Purchase of Service (Public), G-621 – Volunteer Reimbursement** only. The project must fit into one of the two (2) criteria from the Section 5310 circular below to be a Section 5310 Traditional project:

Traditional Section 5310 Projects

(1) Gaps in Service Filled. Provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measured in numbers of seniors and people with disabilities afforded mobility they would not have without program support as a result of traditional Section 5310 projects implemented in the current reporting year.

(2) Ridership. Actual or estimated number of rides (as measured by one-way trips) provided annually for individuals with disabilities and seniors on Section 5310–supported vehicles and services as a result of traditional Section 5310 projects implemented in the current reporting year.

The application questions below must be answered based on one or more of the project scenarios listed above. 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.

SECTION 5310 TRADITIONAL PROJECTS BASED ON TWO ELIGIBILITY CRITERIA

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

   Answer: ***To continue to provide a deviated fixed route service to primarily elderly and disabled citizens in the area of Western Rockingham, particularly the townships of Stoneville, Madison and Mayodan. It is the townships' goals collaboratively to contract service with the community transportation system in Rockingham County and to the continue the very successful routes that were begun in May 2015. The deviated fixed route includes pick up an drop locations specifically targeting the Elderly and***

Disabled population including apartment complexes, livelihood necessities such as the grocery store, pharmacy, medical facilities and other retail areas. The need for this route is evident through its current ridership and impact on the community in Western Rockingham. Citizens who were once without transportation are now mobile and the mission to live independently at home is being fulfilled.

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 routes was a top priority in both the original version of the Locally Coordinated Plan in 2009 as well as the approved revisions in the years following. In the American Community Survey results of 2010, approximately 14,298 people in Rockingham County are documented disabled (9,216 are adults between the ages 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 thrive on becoming an aging county, the unmet transportation needs will grow.***

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: ***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. The demand response servicef is utilized greatly in Western Rockingham, however there is a reservation scheduling notice of at least 72 hours before and appointment and there is very little transportation available to grocery stores or other non medical needs due in part to funding restrictions. It is the combined Cities' hope that with the deviated fixed route service described in this proposal, citizens in Western Rockingham will 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 and Revised Plan/Addendum II approved in August 2015**

5. To be funded as a Traditional 5310 Project, the project must meet at least one of two qualifying criteria including:

   a. Does your project fill a gap in Service? **Answer:** ***Yes, other than the community transportation's demand response service that requires a reservation notice, there are no deviated fixed routes operating in Rockingham County except for the ones funded by 5310***

   b. Does your project increase ridership? **Answer:** ***Yes, since the inception of the deviated fixed routes, ridership has increased for the community transportation system by approximately 30,000 one way trips per year.***

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

Answer: ***See elaborated responses above.***

7. Traditional 5310 Projects must be planned, designed and carried out to meet the transportation needs of seniors and/or individuals with disabilities. Describe how seniors and/or individuals with disabilities will be targeted for this project.

   Answer: ***This grant proposal will allow the Western Rockingham Cities to continue the deviated fixed route service which has established pick up and drop off locations at several Elderly and Disabled Housing/Apartment Complexes. The current route in its initiation, which is fluid and changes as needs arise, has 14 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. 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 of Western Rockingham County, the deviated fixed route will also be open to the general public.***

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): ***315+*** **Answer** (additional trips): ***12,000***

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: ***This project will definitely coordinate with local health and human servicef agencies as well as government on the city and county level. The Western Rockingham Cities as grantee will partner immediately with the county's existing coordinated transportation systemto 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 Mananagment Personnel) and a significant decrease in costs to Medicaid will be seen. Citizens of Western Rockingham County will not have to use the lack of accessible transportation as an excuse to not seek health care and livelihood sustaining activities.***

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 in some cases, 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.

***New: Letter(s) of Support from applicant's RPO/MPO are required documents for the application.**

Answer: ***Upon notification of being awarded this grant, the collaboration of cities will initiate a contract with the county's coordinated transit system for purchase of service. The collaboration 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 a sort of identification card 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 Cities' administration office will continue to 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 partnership between the Western Rockingham cities and the coordinated transit system will be strong and will allow for a unique collaboration of resources.***

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

Answer: ***The Western Rockingham Cities 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 Cities' collaboration 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.***

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: ***This project is not directly related to any other project that the Western Rockingham cities' operate. This project is an extension of one begun by the county's coordinated transit system but will be operated in a different capacity than previously.***

13. How will the applicant sustain the proposed service after the grant period?

    Answer: ***The Western Rockingham Cities' supports the idea and implementation of the deviated fixed route in the area of Madison, Mayodan and Stoneville proper and will continue the service as best as financially able through city budget fund balances, advertising revenue, partnerships with other agencies, letters of interest and grant applications to local foundations, fare revenue, etc.***

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

    Answer: ***The collaboration of cities' 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.***

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

    Answer: ***The Western Rockingham cities, 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.***

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: ***The existing office staff in the Finance Department at the Town of Stoneville, Town of Mayodan and Town of Madison 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.***

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

    Answer: ***The City of Stoneville, representing the Western Rockingham cities' collaboration, 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 collaboration of cities 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.***

18. Describe how the transit system intends to seek reimbursement for the services. If it is a trip-based reimbursement, service solely inside the urbanized area cannot be funded with 5310 through PTD. Monthly/quarterly document of trip origins and destination XY coordinates (truncated to 2 decimals points to protect privacy) will be required.

    If it is a route-based reimbursement, the majority of miles and hours of the route must be outside the urbanized area. The typical route and deviation area must be submitted before service begins. Any changes in the route and deviation area need to receive pre-approval.

    Answer: ***The transit system will be reimbursed on a negotiated trip based rate with quarterly trip documents provided to both the townships and NCDOT. Deviations will occur ¾ of a mile from the template route and the website is consistently maintained to reflect route changes and additions.***