



**Summary Sheet**

**FTA Section 5310 & Massachusetts MAP Grant Programs**

**FTA Section 5310 Program Purpose:** The overall goal of the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant program is to provide and strengthen the transportation services available to meet the mobility needs of seniors and individuals with disabilities. It is recognized that these populations have transportation needs which are often not met by conventional automobile or public transportation, and require specialized assistance in order to access services, employment, and medical care. All Section 5310 projects must provide service to seniors (65 years and over) and/or persons with disabilities of all ages. Agencies may transport a broader range of clientele, and are encouraged to use their vehicles in a coordinated manner, but the focus of the program is transporting seniors and/or individuals who have disabilities.

MassDOT is required by law to allocate *at least* 55 percent of Section 5310 program funds to “*traditional*” Section 5310 projects. *Traditional* Section 5310 projects are **mobility management** and **capital** projects planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate.

The remaining 35 percent of Section 5310 program funds (after traditional projects and state administration funds are allocated) can be used to support “*other nontraditional or expanded*” projects which follow the requirements for former FTA Section 5317 funding: **capital (to include mobility management)** and **operating** expenses for public transportation services and alternatives beyond those required by the ADA, designed to assist individuals with disabilities and seniors.

**Massachusetts MAP Program Purpose:** The goal of the Mobility Assistance Program (MAP) is to provide transportation services to elderly persons and persons with disabilities as defined in Chapter 637 § 13 of the Acts of 1983. MAP funding is exclusively used for the purchase of eligible vehicles, and is primarily used as a State financial match to federally funded capital vehicle purchases.

| <b>Eligibility Requirements</b> |  |
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| <b>Eligible Applicants</b>      | <p><b>Traditional Projects: Private Non-Profit Organizations</b> when publicly operated mass transportation services are unavailable, insufficient, or inappropriate. <b>City, County, Town and Tribal Governments</b>, including <b>Regional Transit Authorities (RTAs)</b>, if approved by the State to coordinate services for seniors and individuals with disabilities <b>or</b> can certify to MassDOT that no private nonprofit organization is “readily available” in the service area to provide the needed service.</p> <p><b>Other Nontraditional/Expanded Projects: Private Non-Profit Organizations; City, County, Town and Tribal Governments; RTAs; Operators of Public Transportation</b> that receive Section 5310 funds indirectly through another eligible recipient; and <b>Private Taxi Operators</b> of public transportation, to include Uber or Lyft. The definition of “public transportation” includes <i>shared-ride surface transportation services</i>. Private taxi companies that provide <i>shared-ride taxi service</i> to the general public on a regular basis are operators of public transportation. “Shared-ride” means two or more passengers in the same vehicle who are otherwise not traveling together.</p> |

| <b>Eligibility Requirements</b>       |   |
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| <b>Eligible Activities / Projects</b> | <p>Section 5310 funding is available for the purchase of: <b>Capital Equipment</b> (e.g., vehicles, dispatch software), <b>Mobility Management</b> activities, and <b>Operations</b> for transportation services that address the mobility needs of seniors and individuals with disabilities. MAP funding is available for the purchase of vehicles only.</p> <p><b>Capital Equipment:</b> Vehicles*; Fleet Maintenance Equipment; Vehicle Equipment/Parts; Radios/Communication Equipment; Computer Hardware/Software; and Transit Related Intelligent Transportation Systems (ITS).</p> <p><i>*MassDOT conducts the procurement for Section 5310 and MAP funded vehicles. Therefore, vehicle types and sizes obtained through the Section 5310 and MAP programs are predetermined by MassDOT at the time of application.</i></p> <p><b>Mobility Management:</b> Mobility management is considered a <b>capital</b> project and expense under the Section 5310 program. Mobility management projects consist of several different types of activities, to include: creating/managing mobility option inventories and resources; short range <b>planning</b> or demonstration projects; and technology such as scheduling software and hardware.</p> <p><b>Operating:</b> Projects provided operating funds must be targeted toward meeting the transportation needs of seniors and individuals with disabilities, although they may be used by the general public. FTA encourages projects that are open to the public as a means of avoiding unnecessary segregation of services.</p> <p>Operating projects must be for public transportation services that address one of the following three purposes:</p> <ul style="list-style-type: none"> <li>• Exceed the minimum requirements of the ADA. Project types include expanding paratransit service boundaries or hours.</li> <li>• Improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA complementary paratransit service.</li> <li>• Provide alternatives to public transportation that assist seniors and individuals with disabilities with transportation. Project types include supporting voucher or volunteer driver program expenses.</li> </ul> |
| <b>Eligible Trip Purpose</b>          | <p>Equipment may be used for all trip purposes for seniors and individuals with disabilities to include: employment, meals, medical appointments, recreational activities, rehabilitation services, shopping, and social services.</p> <ul style="list-style-type: none"> <li>• Vehicles and related equipment may <b>not</b> be used <b>primarily</b> for the delivery of meals to persons in their homes. Applicants may coordinate and assist in regularly providing meal delivery service for homebound individuals, as long as the delivery service does not conflict with providing public transportation service or reduce service to public transportation passengers.</li> <li>• The Section 5310 program is <b>not</b> intended to provide emergency medical transport or ambulance service on a regular basis.</li> <li>• Section 5310 vehicles are <b>not</b> to engage in regularly scheduled school bus service.</li> </ul>   |

| <b>Eligibility Requirements</b>  |   |
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| <b>Eligible Project Expenses</b> | <p>In most instances, eligible costs for operating, mobility management, and planning projects must be considered <b>direct</b> project costs. Two exceptions are for those agencies with either: (1) an approved indirect cost allocation plan (ICAP) that was developed in accordance with OMB 2 CFR Part 200 and reviewed by a single auditor or (2) an approved 10% de minimis indirect cost rate in lieu of any central services charged. All applicants and/or grantees must be able to define what the 10% will be charged to and MassDOT must review and approve the methodology prior to reimbursement. Applicable indirect costs can be applied to <b>operating</b> and <b>mobility management</b> projects only.</p> <p><b>Direct costs</b> are those expenses that can be associated on a one-to-one basis with a given service. Driver wages, fuel, and maintenance costs are all examples. Please note that administrative costs, such as the time a bookkeeper spends directly working on a Section 5310 transportation project, can also be included as a direct expense, along with proper timesheets denoting associated direct time.</p> <p><b>Indirect costs</b> are those which cannot be associated on a one-to-one basis with a given transportation service. Some public transit systems, such as units of local government, or multipurpose non-profit organizations, perform many departmental or program functions and would likely incur indirect expenses. In these cases, the expenditures benefit not only transit but also other programs and departments. The majority of these shared or indirect costs are administrative costs. These costs cover items such as planning, accounting, and legal services.</p> |
| <b>Local Match Requirements</b>  | <p><b>Capital, Mobility Management, and Planning</b> projects utilize a local match ratio of 20 percent.</p> <ul style="list-style-type: none"> <li>• The 20 percent match requirement may be met using a combination of local and eligible State funds.</li> <li>• All <b>capital equipment and planning</b> local match funds must be in <b>cash</b>.</li> <li>• <b>Mobility management</b> local match can be either cash <b>or</b> in-kind resources, although MassDOT and FTA <b>must</b> approve in-kind contributions prior to an award decision.</li> </ul> <p><b>Regional Transit Authorities (RTAs)</b> receive federal and State assistance in the amount of 100 percent of the total project cost, usually at a ratio of 80 percent federal and 20 percent State MAP funds.</p> <p><b>Operating</b> projects utilize a local match ratio of 50 percent.</p> <ul style="list-style-type: none"> <li>• The federal share cannot exceed 50 percent of the <i>total net operating deficit</i> of the service, which is defined as total operating expenses minus operating revenues (e.g., fares, donations in lieu of fares).</li> <li>• The 50 percent match requirement may be met using a combination of local and eligible State funds.</li> <li>• Operating local match can be either cash <b>or</b> in-kind resources, although MassDOT and FTA <b>must</b> approve in-kind contributions prior to an award decision.</li> </ul>   |

| <b>Eligibility Requirements</b>     |  |
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| <b>Eligible Local Match Sources</b> | <p><b>Cash:</b> Local government appropriations; local dedicated tax revenues; private donations; net income from advertising/concessions; agency contracts (such as human service program funding); and non-DOT Federal Funds.</p> <p><b>In-Kind:</b> Non-cash, or in-kind match, such as donated goods and/or volunteer services, may be used as local match <b>only</b> if the applicant formally documents and can verify determination of the value of each non-cash match amount <b>and</b> this match is approved by MassDOT and FTA prior to an award decision. Supplemental documentation will be required. Any non-cash or in-kind match must represent a cost that would be eligible under the project, cannot be used to match another federal grant, and must be applicable to the grant period to which the cost is applied.</p> <p><b>Toll Credits:</b> The Federal Highway Administration (FHWA) defines “Toll Credits” as the use of certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23 and for transit programs authorized by Chapter 53 of Title 49. Toll credits <b>do not</b> generate any additional federal funding; these credits are used to meet the local match requirement of a federal grant. MassDOT reserves the right to decline any request for the use of toll credits as a local match.</p> |
| <b>Planning and Coordination</b>    | <p>All Section 5310 and MAP projects funded must be designed to meet an unmet need that is included in (specifically described in and consistent with) a local Coordinated Public Transit-Human Services Transportation (CPT-HST) plan.</p> <p>Applicants are highly encouraged to discuss their proposed funding applications with their local Regional Coordinating Council(s), Regional Planning Agencies, and other providers in their service area in order to better utilize existing assets and provide improved connectivity for passengers.</p>   |