

## Frequently Asked Questions for the Section 5310 Competitive Grant Process

- Q: I missed the 2016 Section 5310 Phoenix-Mesa UZA application training workshop held on March 2, 2016, can I still apply, and where can I find presentations and materials provided at the training?**
- A: Yes, you can still apply for the Section 5310 program for the Phoenix-Mesa UZA if your agency meets the eligibility requirements. Presentations and materials from the application training workshop can be found on the MAG website the day after the workshop located on the MAG Elderly and Persons with Disabilities Transportation Committee webpage, <http://www.azmag.gov/Committees/Committee.asp?CMSID=1047>.
- Q: How do I open the 2016 Section 5310 application from the website?**
- A: *When the application is posted*, on the MAG Elderly and Persons with Disabilities Transportation Committee webpage located at the following link, <http://www.azmag.gov/Committees/Committee.asp?CMSID=1047>, click on the 2016 Section 5310 application to open the document, and then save the document to your desktop. Please contact DeDe Gaisthea, [dgaisthea@azmag.gov](mailto:dgaisthea@azmag.gov) or Steve Tate, [STate@azmag.gov](mailto:STate@azmag.gov) if you are experiencing difficulty.
- Q: Are subrecipients required to adopt a Title VI plan?**
- A: Yes, the New Americans with Disabilities Act Title VI requires all subrecipients of Federal Funds to submit a Title VI plan to the City of Phoenix. Each agency will be required to submit a Title VI Plan with, Title VI Coordinator, Kristy Ruiz. Please contact Kristy Ruiz at 602-495-0579 for additional information.
- Q: Will I need to answer the Equivalent Service Standard question if my agency is not applying for vehicles or equipment?**
- A: Yes, due to revisions in MAP-21 this is now required of all applicants. This is to acknowledge that your agency provides equivalent service to individuals with disabilities based on the categories of; scheduling, response time, fares, area of service, hours and days of service, and offers information in formats appropriate to each client's needs. *Only if applicable for your agency*, a one to two sentence similar to the sentence above is acceptable.
- Q: Will a Commercial Driver's License be required for my driver(s) if awarded the Cutaway vehicle?**
- A: This depends on the type of vehicle awarded. The 24' Cutaway with lift is the only vehicle that will require driver(s) to have a Commercial Driver's License.
- Q: On request for vehicles what information is required under the columns titled "Daily Services Hours", "Daily Service Miles" and "Daily Passenger Trips"?**

A: The request is for the actual or average number of daily hours and miles the requested vehicle will be in service (***not the hours the vehicle is available for service***). Daily passenger trips are calculated for each passenger, per pickup and drop off. Example: pick up passenger A and B at different home locations dropping off at program, pick up passenger A and B from program and drop them off at their respective homes, totals four passenger trips.

**Q: Will the City of Phoenix oversee vehicles formerly issued through the 5310 program by the Arizona Department of Transportation (ADOT)?**

A: No. ADOT will continue to oversee all vehicles awarded through past 5310 grant programs through the end of useful life and until ADOT removes the lien. The City of Phoenix will handle all 5310 vehicles awarded from FY 2013 and forward.

**Q: What does the 55% minimum requirement mean for 5310 funding?**

A: MAP-21 requires not less than fifty-five percent (55%) of the available amount of the funds allocated to the Phoenix-Mesa Urbanized Area be spent on the traditional 5310 Projects (capital purchases for non-profits), which is estimated to be approximately \$1.6 million. This means the evaluation panel must award a minimum of 55% of the funding to traditional 5310 projects before funding other eligible projects.

**Q: Are subrecipients required to adopt a Disadvantaged Business Enterprise (DBE) Policy?**

A: The Federal Transit Administration (FTA) requires subrecipients who receive planning, capital and/or operating assistance who will award prime contracts (excluding transit vehicle purchases) exceeding \$250,000 in FTA funds in a Federal fiscal year to adopt a DBE Policy. Subrecipients receiving less than \$250,000 in FTA assistance are encouraged, but not required to adopt the policy.

**Q: Are operating expenses eligible for traditional 5310 projects?**

A: No. Operating expenses under the 5310 program are only eligible as 5310-New Freedom projects and must meet the eligible activities as outlined in the New Freedom Program circular.

**Q: Are indirect costs allowable for reimbursement?**

A: Yes indirect costs are allowable for agencies with an approved indirect cost allocation plan from their federal cognizant agency. Federal cognizant agencies are defined as the federal agency from which applicants receive the largest amount of federal funding. Applicants must submit the final signed Negotiated Indirect Cost Rate Agreement (NICRA) from the federal cognizant agency with their application packets.

**Q: Is the cost of GPS monthly service fees eligible for reimbursement for traditional 5310 projects?**

A: No. These fees are considered operating expenses and are ineligible.

**Q: Where can I find the MAG Human Services Coordination Transportation Plan?**

A: On the MAG Human Services web site. Copy and paste the following link into your browser:  
[http://www.azmag.gov/Documents/FY2014\\_HS\\_coordination\\_trans\\_plan\\_05-31-13.pdf](http://www.azmag.gov/Documents/FY2014_HS_coordination_trans_plan_05-31-13.pdf)

**Q: Are the 5310 vehicles subject to the Federal Motor Carrier Safety Administration (FMCSA) required annual inspection for Commercial Motor Vehicles?**

A: As long as the vehicles are less than 16 passengers and are not used for commercial purposes. The City of Phoenix will require an annual inspection of the vehicle, but not to meet the FMCSA requirement.