

OMEGA REGIONAL COORDINATED PUBLIC TRANSIT/HUMAN SERVICES TRANSPORTATION PLAN

2025



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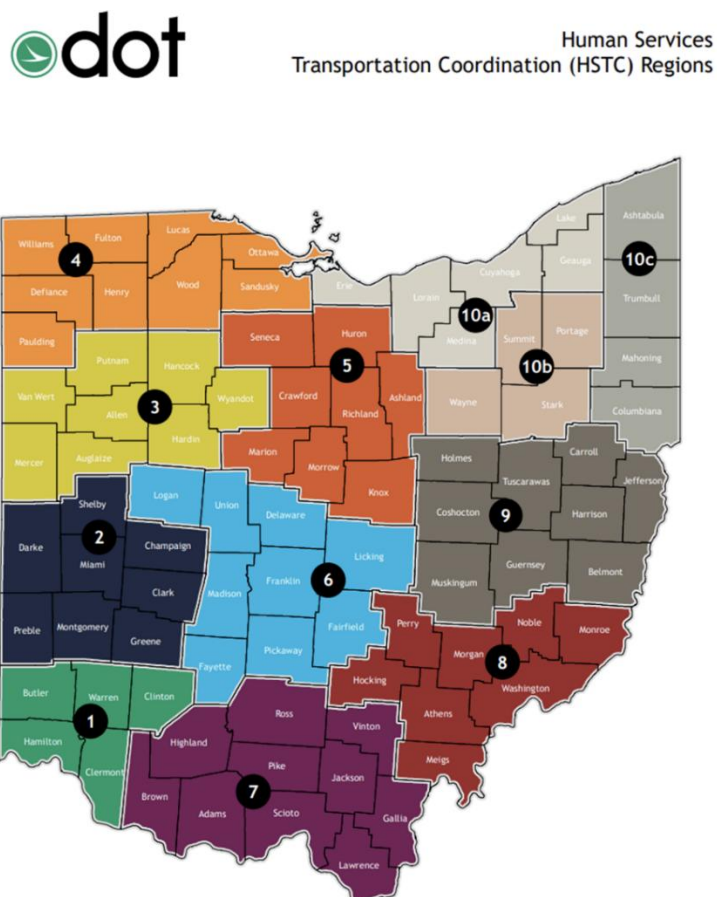
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The Ohio Mid-Eastern Governments Association

The Ohio Mid-Eastern Governments Association (OMEGA) is organized as a Council of Governments pursuant to Section 167 of the Ohio Revised Code. It is designated by the Appalachian Regional Commission as a Local Development District and by the US Department of Commerce, Economic Development Administration, as an Economic Development District. As shown in Map 1-1, OMEGA's region includes ten counties in eastern Appalachian Ohio: Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum, and Tuscarawas. OMEGA is a collaborative body of member governments that serves as a facilitator between state and federal government agencies and local entities to provide opportunities in economic and community development through networking, education, planning, research, and allocation of resources. OMEGA's mission is to provide a pathway to enhance community and economic growth in the region.

On January 27, 2016, the Governor of Ohio, pursuant to United States Code, Title 23, Section 135 (m), officially designated OMEGA as an Ohio Regional Transportation Planning Organization (RTPO). The OMEGA RTPO includes all previously listed counties, except for Belmont and Jefferson Counties, which are part of the Belomar and Brooke-Hancock-Jefferson metropolitan planning organizations, respectively. In January 2018, the Ohio Department of Transportation (ODOT) selected OMEGA to participate in a Regional Coordinated Transit/Human Services Transportation Pilot Program. The purpose of this pilot program is to promote cost-effective coordination of transportation services throughout the region and to increase mobility and ridership, especially for seniors and disabled persons. All ten counties within the OMEGA district are included in the pilot program.



Executive Summary

This Regional Coordinated Plan is the Public Transit-Human Services Transportation Plan for the ten-county region of Ohio Mid-Eastern Governments Association (OMEGA), including: Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum, and Tuscarawas Counties. This plan fulfills the requirements of the Federal Transit Administration (FTA) under the Infrastructure Investment and Jobs Act (IIJA) signed into law in 2021, replacing Fixing America's Surface Transportation (FAST) Act.

According to the requirements of the IIJA, regionally and locally developed coordinated public transit-human services transportation plans must be updated to reflect the changes established by the IIJA legislation. The IIJA applies new programs and rules for all Fiscal Year 2021 funds and authorizes transit programs for five (5) years. Additionally, this plan also fulfills the requirements of the FTA under the official guidance related to coordinated plans, which is contained in Chapter V of the Circular FTA 9070.1G "Enhanced Mobility of Seniors and Individuals with Disabilities Program guidance and Application Instructions" available at

<https://www.transit.dot.gov/regulations-and-programs/fta-circulars/enhanced-mobility-seniors-and-individuals-disabilities> and included in Appendix A. This circular provides recipients of FTA financial assistance with instructions and guidance on program administration and the grant application process relative to the Enhanced Mobility of Seniors and Individuals with Disabilities Program.

Transportation is a critical component of the communities within the OMEGA Region, providing critical access to jobs, education, healthcare, and human services. It further enables community members, including older adults and people with disabilities, to live independently and engage in quality-of-life activities. It is the purpose of this plan for local stakeholders to work collaboratively in order to achieve these transportation goals and activities.

Understanding the demographics of a region helps assess the current state of the area and the appropriate strategies to achieve a regional vision. Demographics help determine a community's eligibility for certain funding sources and other public-sector programs. Analyzing the forecasted trends of demographics relative to present day and past shifts can also help change the direction of the region. Specific to population data assimilated and analyzed by the Ohio Department of Development, there was a 2.22% population decrease between 2010 and 2023 within OMEGA's RTPO region alone, and the change is projected to reach a 14.02% decline between 2023 and 2025. While the region has remained relatively stable to date, the outlook for 2050 shows steep declines due to the age of the current population as well as continued loss of younger skilled workers to metropolitan regions. (It should be noted: These projections DO NOT take into account housing, economic, and workforce development efforts in the region that can change the course of these trends.)

I. Population Demographics

In the OMEGA Region, there are 10 total counties that make up the entire regional population (2023 estimated population). In order from largest to the smallest county in population, these include:

- Columbiana County (2023 Population: 100,182);
- Tuscarawas County (2023 Population: 91,874);
- Muskingum County (2023 Population: 86,305);
- Belmont County (2023 Population: 64,918);
- Jefferson County (2023 Population: 64,026);
- Holmes County (2023 Population: 44,386);
- Guernsey County (2023 Population: 38,089);
- Coshocton County (2023 Population: 36,869);
- Carroll County (2023 Population: 26,758);
- Harrison County (2023 Population: 14,159).

The three largest cities in the region are:

- Zanesville (2023 Population: 24,651);
- Steubenville (2023 Population: 18,003);
- New Philadelphia (2023 Population: 17,602)

Total Population

According to the Appalachian Regional Commission, “Appalachia had a population of 26.4 million in 2022, a 3.4% increase – or almost 873,000 more residents – than it had in mid-2010. Though two subregions have experienced growth, most of the Region has lost population, and its overall growth is slower than the national average of 7.7%.”

Our Region 9 population captures 10 Counties, 12 Cities, 92 Villages, and 177 Townships, with a total population of 573,810 people within the Appalachian footprint of 13 states and 423 counties. As shown in Figure 1, Harrison County has the least population of 14,483; while the most populated is Columbiana County with a total of 101,877 residents. The total population decreased slightly in the following Tuscarawas County with 93,263 residents and Muskingum with 86,410. Furthermore, the counties with the least population include Belmont 66,497; Jefferson 65,249; and Holmes 44,223.

Population Trend and Projection for Every Five Years Until 2040

As shown in Figure 1, the population in the OMEGA Region is projected to decline by about 4% between now and 2040. Although the population for the region is forecasted to decline over the next 20 years, it is very gradual at 0.6% every 5 years. These projections may very well change and increase depending on the impacts of the oil and gas industry in the eastern part of the region, with the proposed ethane cracker plant in Belmont County in the near future.

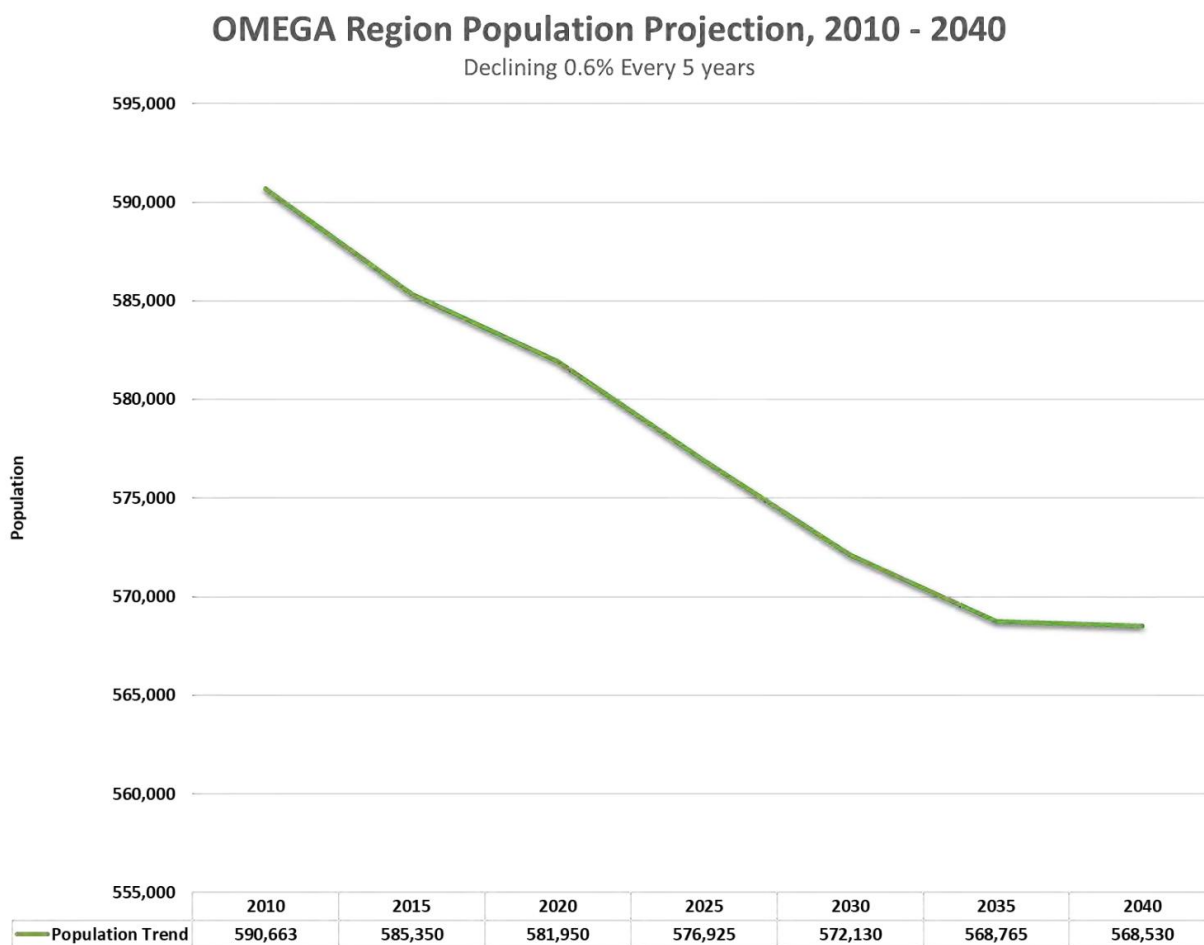


FIGURE 1 – TOTAL POPULATION PROJECTION

SOURCE: OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF RESEARCH; APRIL 2018

Total Population Projection by Age Group

From the onset, the population projection by age group in the OMEGA Region will have two age groups with significant growth, as shown in Figure 2. These two age groups are 0-14 years old and 65 and over, as they make up a significant portion of the population over the next 20 years. The 55-64 years old age group, as well as the 45-54 years old age group, show a steep decline over the same length of time. All other age groups seem to be level, with neither a significant increase nor decrease. The senior population aged 65 years and over is projected to be the largest age group population in the region by year 2020 and continuing through 2040.

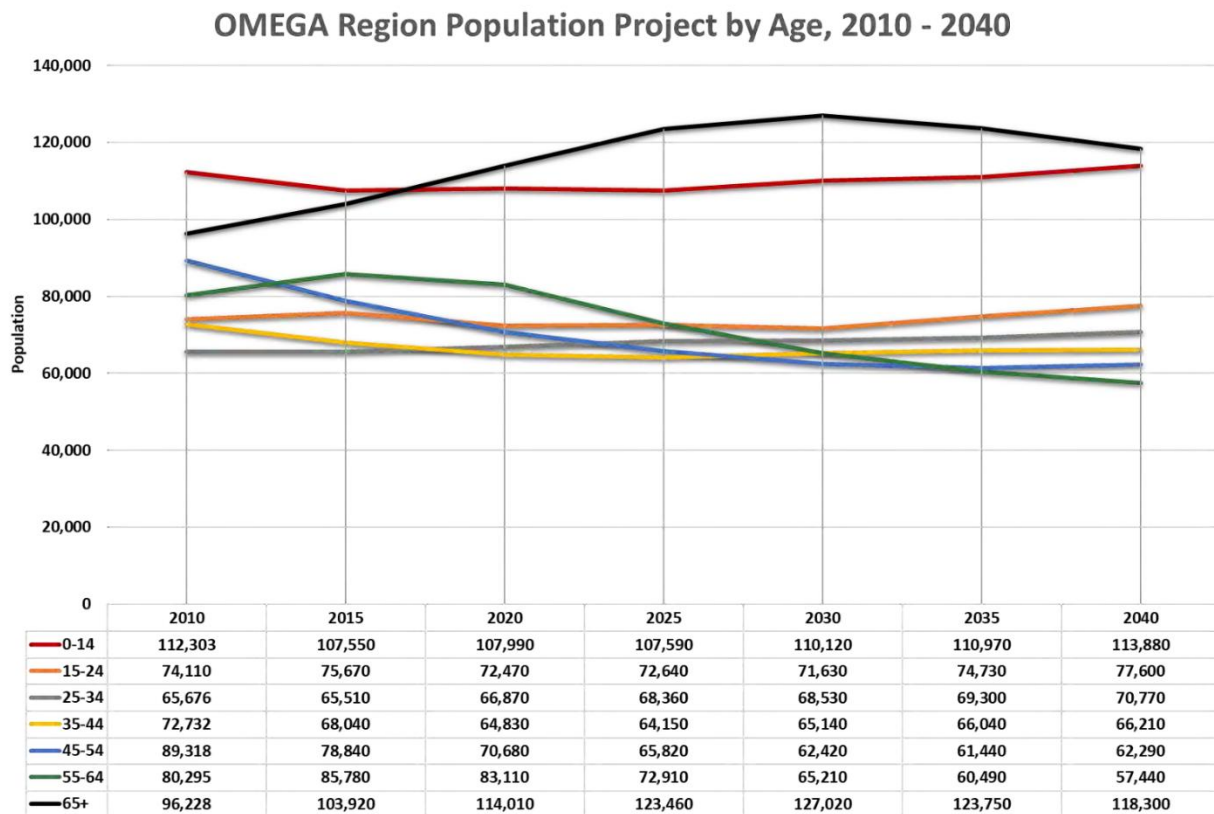


FIGURE 2 – TOTAL POPULATION PROJECTION BY AGE

SOURCE: OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF RESEARCH; APRIL 2018

Total Population by Age Group

Currently, the two largest age groups in the OMEGA region are 0-18 years old and the 65 and over age group. They both have an equal share of the population, at 18% of the population age groups. A little more than half the population in the region, 54%, is younger than the age of 44 years old. Only a third of the overall population is aged 55 years or older, and in the next 10 years, will influence the growth of the senior age population even larger than it currently is. This data is represented below in Figure 3.

OMEGA Region Total Population by Age Group

Total Population: 584,566

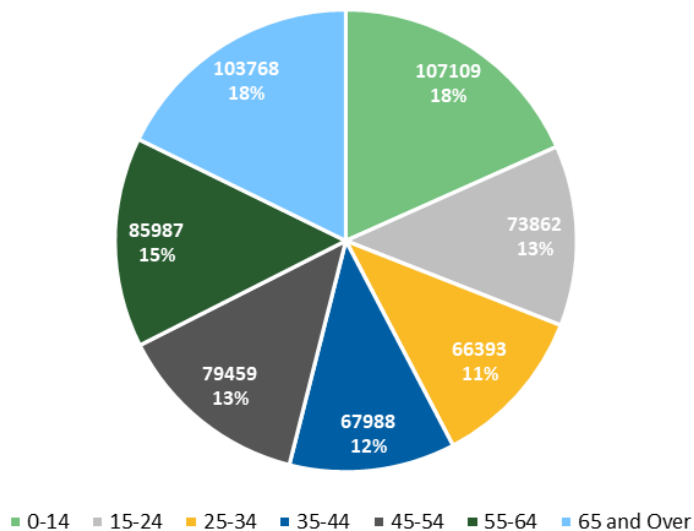


FIGURE 3 - TOTAL POPULATION BY AGE

SOURCE: OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF RESEARCH; APRIL 2018

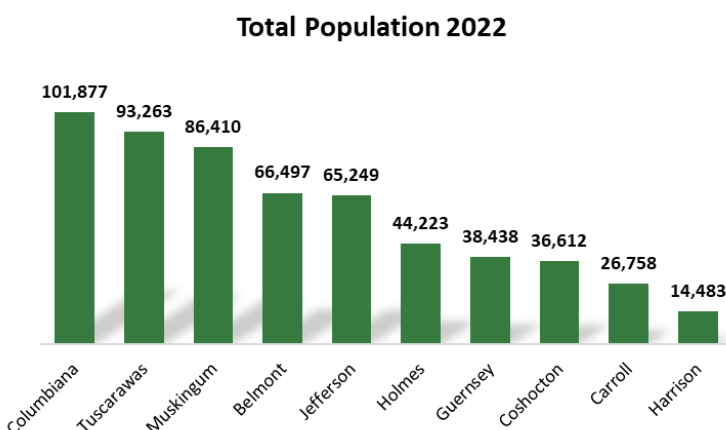


FIGURE 4 – TOTAL POPULATION BY COUNTY (2022)

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Older Adults

According to the U.S Census Bureau (2022), the older adult population across the United States increased to 50.9 million in contrast to just 4.9 million older adults in 1920. The increasing number of older adults indicates a significant growth rate of five times the total population over the past 102 years. As indicated in Figure 5, Columbiana, Belmont, and Harrison Counties lead Region 9 with 23% of their total population being an older adult. The percentages in Jefferson and Carroll Counties (22%) fall closely behind, as does Tuscarawas County at 21%.

While the older adult population percentage is also slightly lower in both Coshocton and Guernsey Counties (20%), Muskingum County (19%), and Holmes County (14%) round out the Region's total population of age 65 or older.

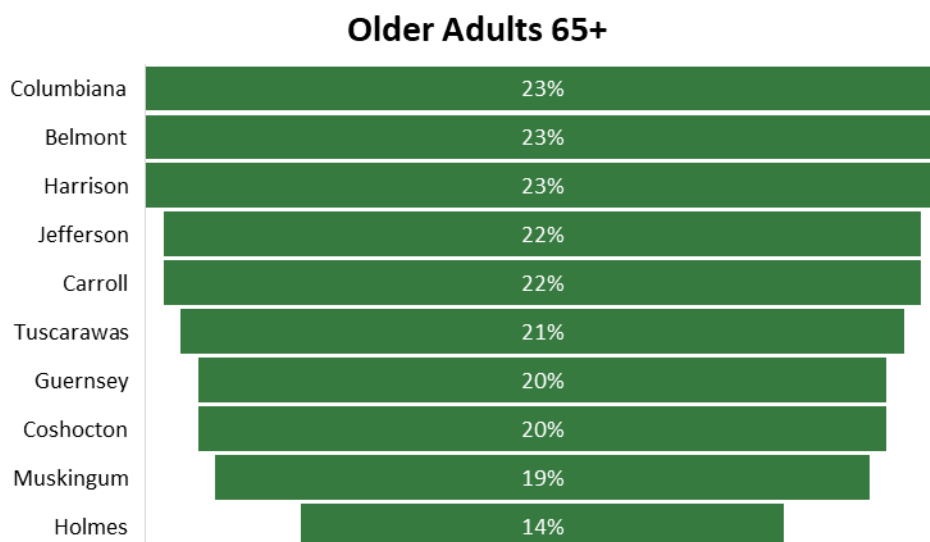


FIGURE 5 – PERCENTAGE OF OLDER ADULTS BY COUNTY
SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Individuals with Disabilities

The Ohio Association of Health Plans states that over two-million adults in Ohio have a disability. As illustrated in Figure 6, the number of individuals with disabilities across counties varies significantly. In Columbiana, Carroll, and Guernsey Counties, 18% of their population has a disability, whereas, in Jefferson, Harrison, Coshocton, and Belmont, the number of people with disabilities is slightly lower at 17%. The numbers further decrease slightly across Tuscarawas County (16%) and Muskingum (14%), and regional rates are lowest in Holmes (8%).

Figure 6 further expounds upon categories of disabilities which include Independent Living Difficulties, i.e., Self Care Difficulty, Ambulatory Difficulty, Cognitive Difficulty, Vision Difficulty, and Hearing Difficulties. Remarkably, the independent living difficulties and ambulatory difficulties percentages lead the chart across all counties. In Harrison, Holmes, and Belmont Counties, Independent Living Difficulties are captured at 8.10%, while the percentage is slightly lower in Guernsey County (7.30%) and Columbiana and Carroll Counties (7%). Tuscarawas County data reflect 6.90% of Independent Living Difficulties, with the regional counts dwindling to 6.70% in Jefferson County, 5.50% in Coshocton County, and 4.10% in Muskingum County.

Simultaneously, Ambulatory Difficulties weigh in at 10% in Holmes County and 9.90% in Carroll; followed by 9.50% in Guernsey, 9.20% in Jefferson, 8.70% in Harrison, 8% in Belmont, and 7.5% in Tuscarawas, with more dramatic decreases in Columbiana (5.6%) and Muskingum (4.10%) Counties.

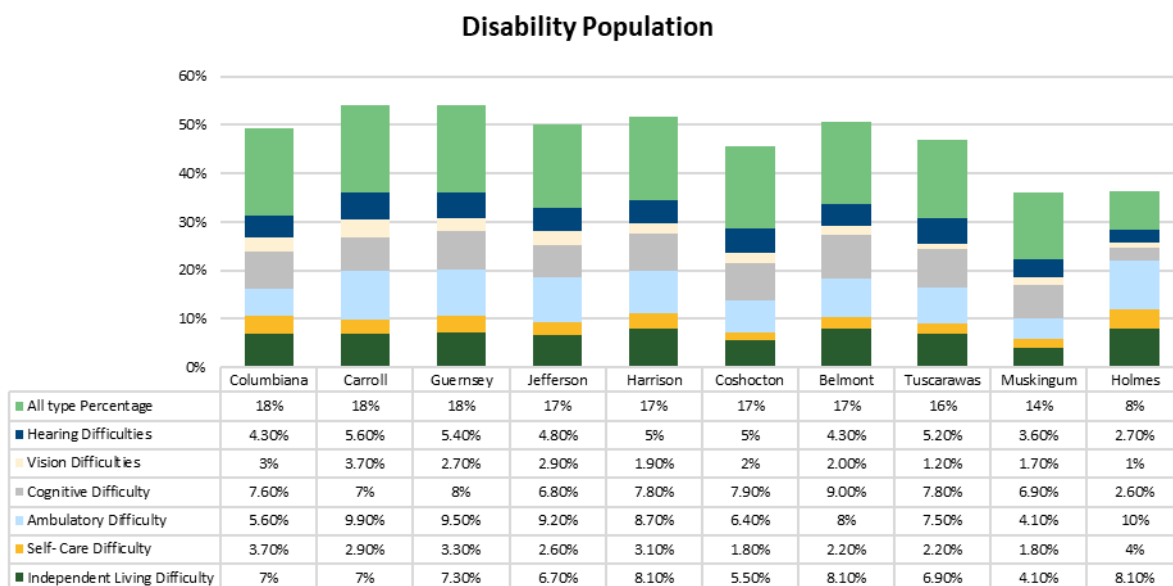


FIGURE 6 – DISABILITY POPULATION STATISTICS BY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Additionally, Central Ohio News (2024) reported, “Despite 13% of the American population living with a disability, stigma and discrimination persist. With 44 million Americans living with some form of disability, it is more critical than ever to understand their needs.”

Population Trends and Forecast

The State of Ohio's Department of Development conducted a study in 2023, which reported a population decline to occur between 2020 and 2050. Figure 7 extrapolates the estimated population change within the ten counties of the OMEGA region. The most drastic decline in population is anticipated in Belmont County (26.78%), with Columbiana, Jefferson, and Harrison Counties close behind with decreases of nearly 25%. The number of negative population shifts are estimated to be 15.32% in Carroll County, 14.4% in Guernsey County, and 12.43% in Muskingum County. The Region 9 population is anticipated to decline, though not as sharply, in Coshocton (10.84%) and Tuscarawas (10.04%) Counties. Holmes County should only experience a 1.9% decline.

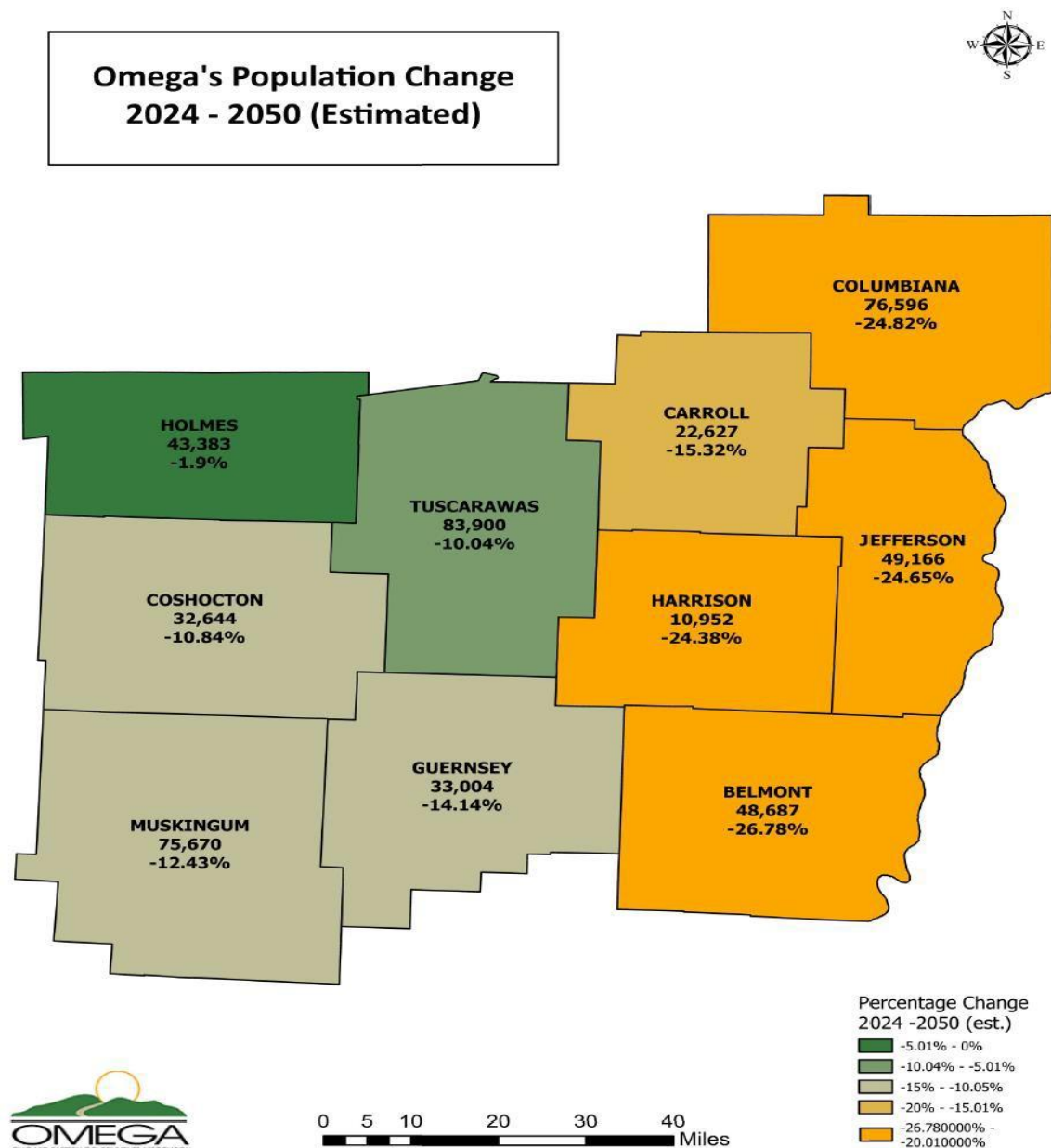


FIGURE 7 – ESTIMATED POPULATION CHANGE BY COUNTY

SOURCE: DEVELOPMENT.OHIO.GOV

According to ARC.gov (2024), some areas within the Appalachian region experienced population decline between July 2010 and July 2020 as well. The states included Mississippi, New York, Ohio, Virginia, and West Virginia, where a steady 3% decline in population occurred over ten years. The data also reflects population losses occurring more prominently in rural counties in comparison to metropolitan-based counties. In this case, rural counties evidenced a decline in their population size by an average of 107 people.

Total Population by Age Group

The population projection by age group in the state of Ohio was analyzed, as reflected in Figure 8. The age groups are 0 to 14, 15 to 24, 25 to 64, 65 to 74, 75 to 84, and 85 and over. In 2020, the population of the 0 to 14 age group was 2,170,245, but the number is projected to decline to 1,987,475 by 2050. The 15 to 24 age group in 2020 was at 1,515,496 and is expected to decline to 1,384,137 by 2050. The 25 to 64 age cohort, which had a population of 6,065,987 in 2020, is projected to decline by 2050 to 5,792,462. For the older adult age group (65 to 74), we see results of 1,228,375 in 2020, which will decrease to 1,020,175 by 2050. On the other hand, the age group 75 to 84, with a population of 586,511 in 2020, is expected to increase to 641,020 by 2050. Finally, the population of 85 and older increases from 232,833 to a projected 288,627 by 2050.

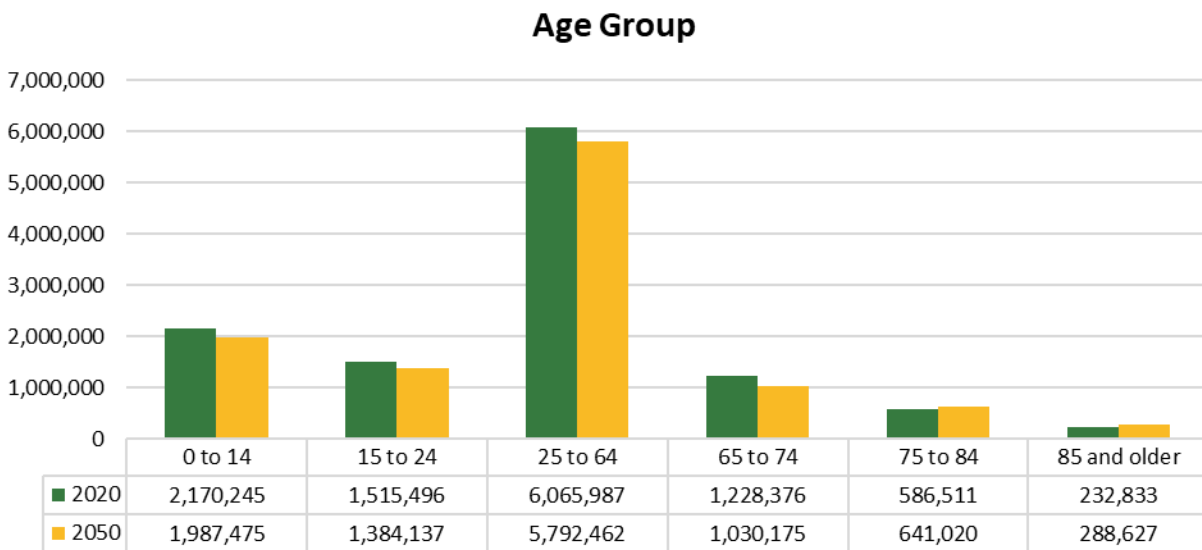


FIGURE 8 – POPULATION BY AGE GROUP, 2020 VS 2050 (PROJECTED)

SOURCE: DEVELOPMENT.OHIO.GOV

Population Density 65+

At the county level, there is an east-west divide among age distribution. Holmes County has many more people under 25 than any county in OMEGA's RTP region as well as fewer people nearing or above retirement age. Coshocton, Muskingum, Guernsey, and Tuscarawas mirror the regional distribution. The eastern counties, however, have smaller numbers of younger people and a sizeable population of senior citizens and those nearing retirement. Figure 9 displays Census tracts by the percentage of population 65+. The highest concentrations are just outside of urbanized centers like Dover & New Philadelphia, Zanesville, and Coshocton, as well as Brown Township (Carroll County) which contains the Lake Mohawk community.

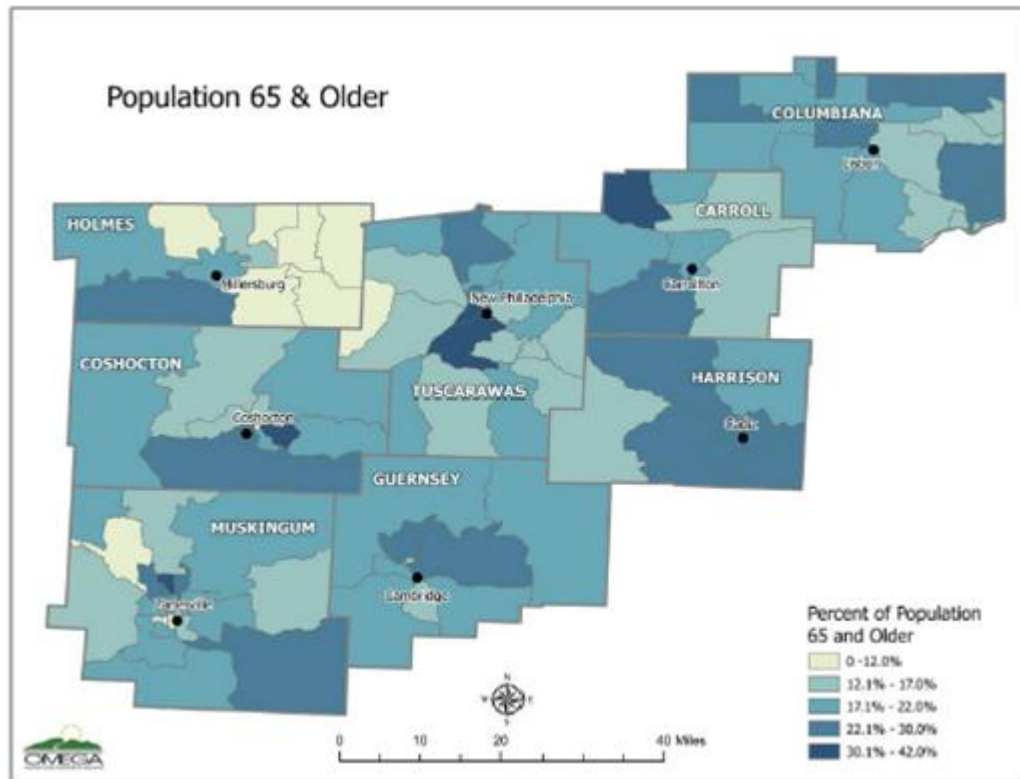


FIGURE 9 – POPULATION DENSITY 65 AND OLDER IN THE OMEGA RTP REGION

Race and Ethnicity

Race and Ethnicity are significant in shaping the region. The following graphs illustrate the demographics of the ten regional counties, with each county having its own unique racial and ethnic composition.

Columbiana County

As illustrated in Figure 10, Columbiana County reflects a predominantly white population as comprised by 93% of its residents. Additionally, 7.4% of the total population includes 3% Black residents, 2% Hispanic, and those made up of two or more ethnicities at 2% as well. Asian residents represent a smaller portion at 0.4% of the community.

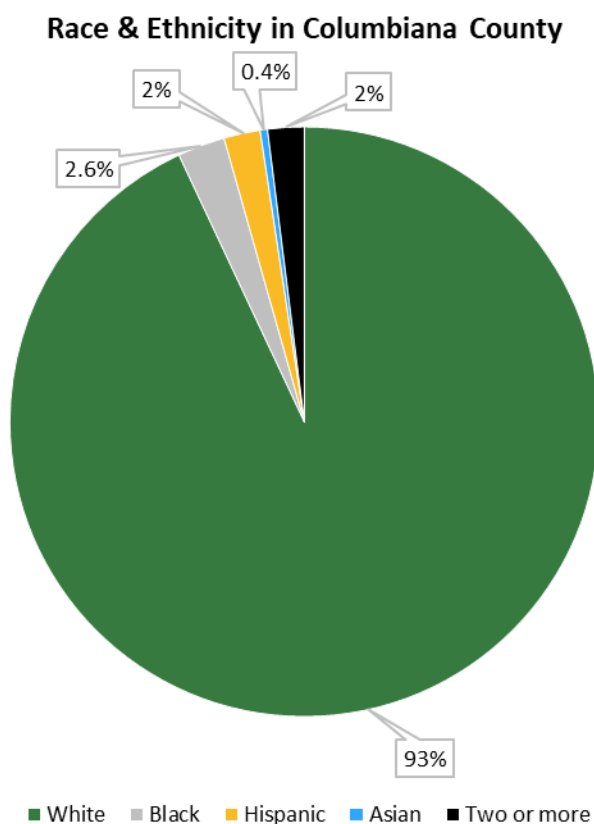


FIGURE 10 – RACE & ETHNICITY IN COLUMBIANA COUNTY
SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Jefferson County

Figure 11 illustrates Race and Ethnicity in Jefferson County, where 89% of the total population is predominantly White, and 6% of the population is Black. The Hispanic population makes up 2%, and the Asian population accounts for 1%. Additionally, 3% of the population identifies as two or more races.

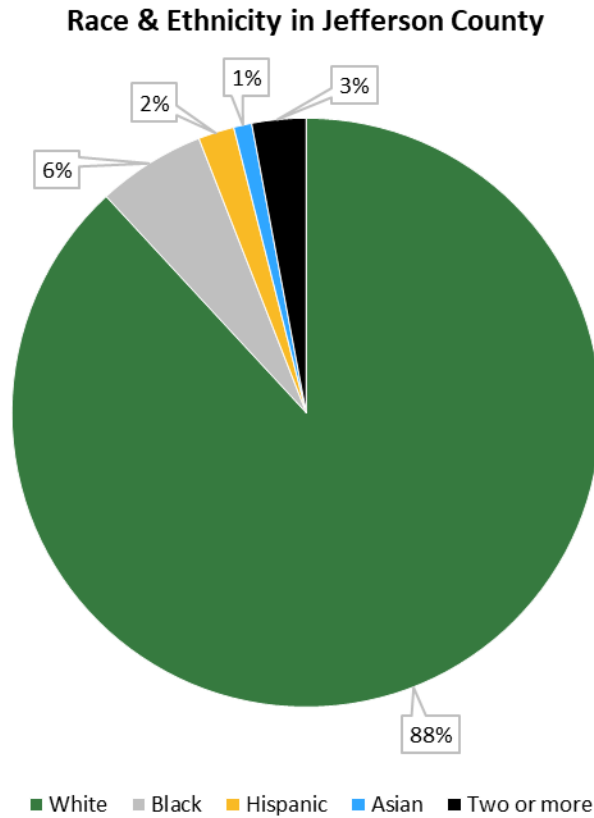


FIGURE 11 – RACE & ETHNICITY IN JEFFERSON COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Tuscarawas County

The Racial and Ethnic composition of Tuscarawas County reveals that 92.4% of its population is White. Black residents make up 1.10% of the population, while 4.7% identify as Hispanic, representing the largest minority group in the county. Asian residents account for 0.4%, and two or more races make up 2% of the population. This data is illustrated in Figure 12. According to the USA Facts Report (2024), between 2010 and 2022, the Hispanic/Latino population experienced the most growth, reflecting an increase from 1,783 in 2010 to 3,529 in 2022.

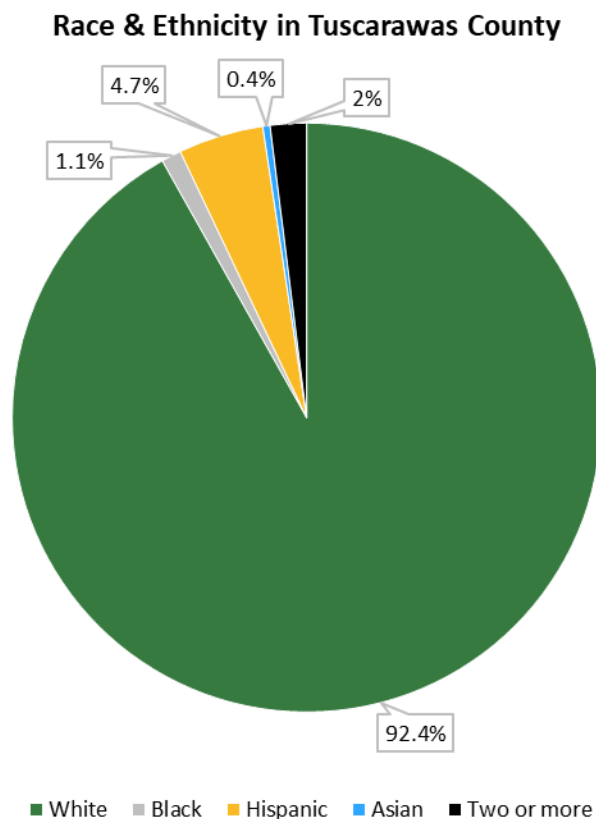


FIGURE 12 – RACE & ETHNICITY IN TUSCARAWAS COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Holmes County

As illustrated in Figure 13, Holmes County has a predominantly White population, with 97.5% reported as such. Other racial groups make up a very small portion of the total population, as only 0.4% of residents identify as Black; 1% are Hispanic; 0.3% are of Asian descent; and 0.8% identify as two or more races combined.

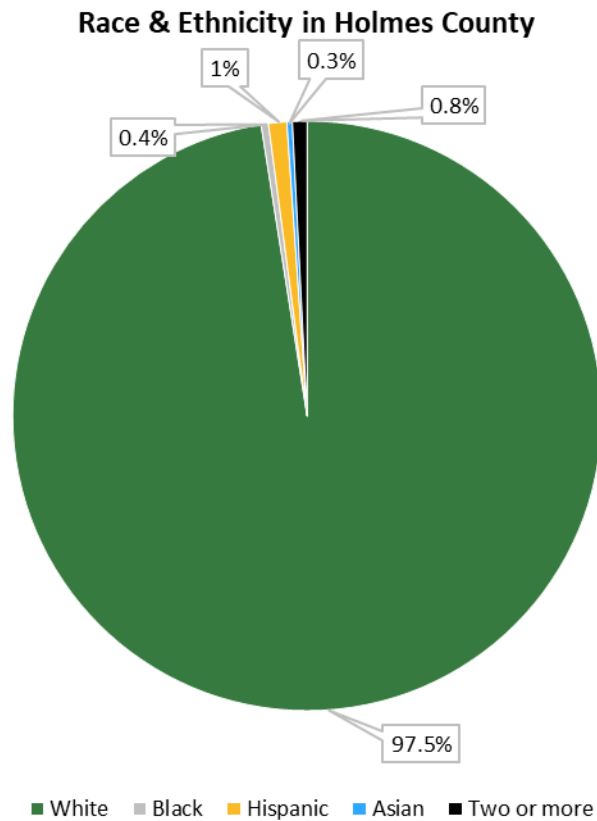


FIGURE 13 – RACE & ETHNICITY IN HOLMES COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Belmont County

As reflected in Figure 14, Belmont County is primarily White, with 91.50% residents making up that majority. Black residents make up 4.60% of the population, while Hispanics make up 1.40%. The percentage of Asian population is about 0.50%; whereas 2% of the population identified as two or more races.

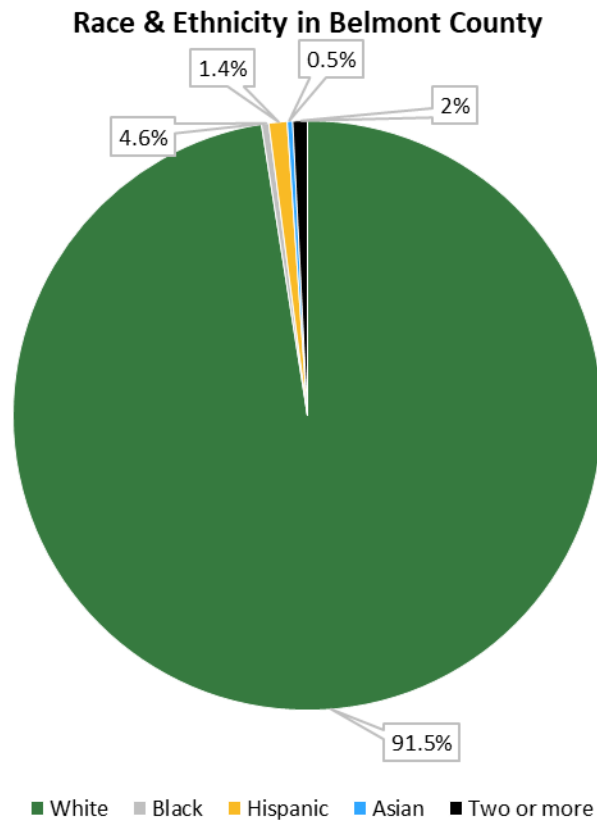


FIGURE 14 – RACE & ETHNICITY IN BELMONT COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Guernsey County

While 94% of the total Guernsey County population identified as White, Guernsey County is also home to 1.70% Black and 1.40% Hispanic residents. Additionally, 0.5% are Asian and 2.30% have identified as having two or more races as part of their makeup. As illustrated in Figure 15, Guernsey County has a 5.9% population diversity rate.

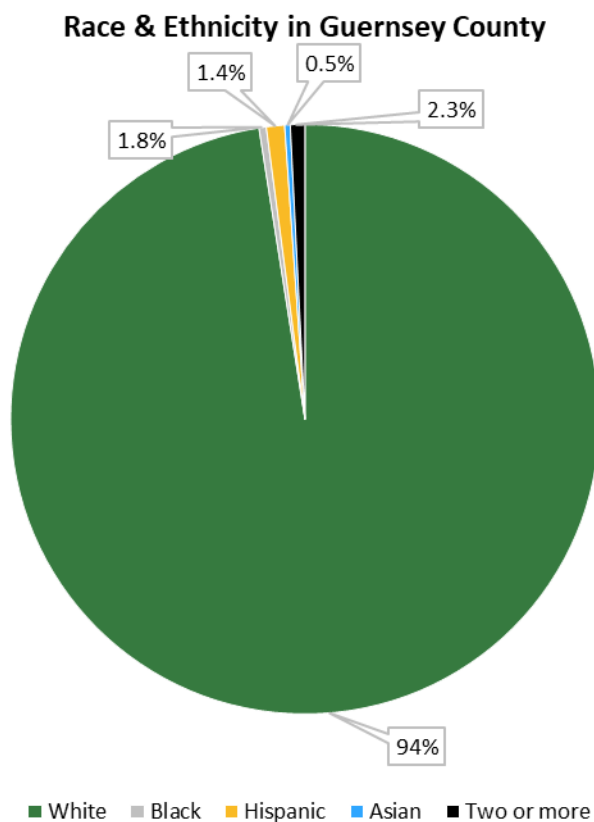


FIGURE 15 – RACE & ETHNICITY IN GUERNSEY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Coshocton County

The Racial and Ethnic composition of Coshocton County provided in Figure 16 illustrates that 94.70% of its population is White. Black residents make up 1.90% of the population, while 1.10% identify as Hispanic and 0.30% as Asian; whereas, those of two or more races equate to 2.20% of the total population and represent the largest minority group in the county.

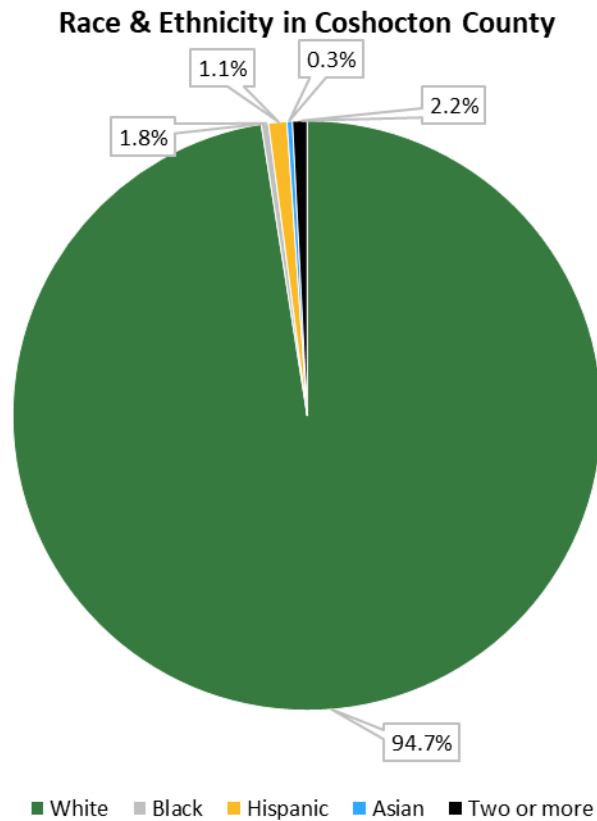


FIGURE 16 – RACE & ETHNICITY IN COSHOCTON COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Harrison County

As reflected in Figure 17, Harrison County is primarily White, with 95.20% of the population in this majority. Black residents make up 2%, while Hispanics make up 1.20% of the population. Likewise, the percentage of Asians is as low as 0.30%. Those of two or more races represent 2.20% of the population.

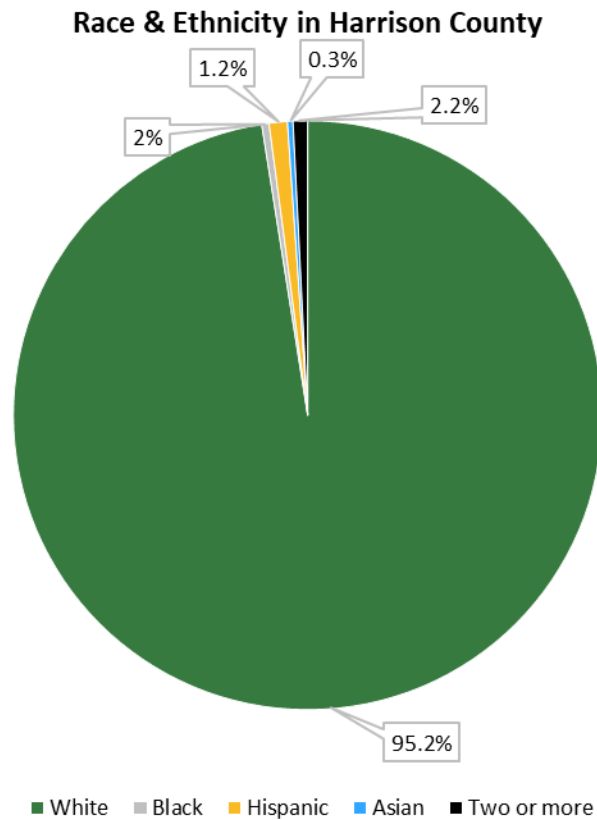


FIGURE 17 – RACE & ETHNICITY IN HARRISON COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Muskingum County

Figure 18 demonstrates that 91% of the total population of Muskingum County is White. The Black population makes up the greatest minority Race and Ethnicity indicator, at 3.9%, while the Hispanic population is at 1.40%, and the Asian population accounts for 0.50%. Additionally, 3.40% of the population identifies as two or more races.

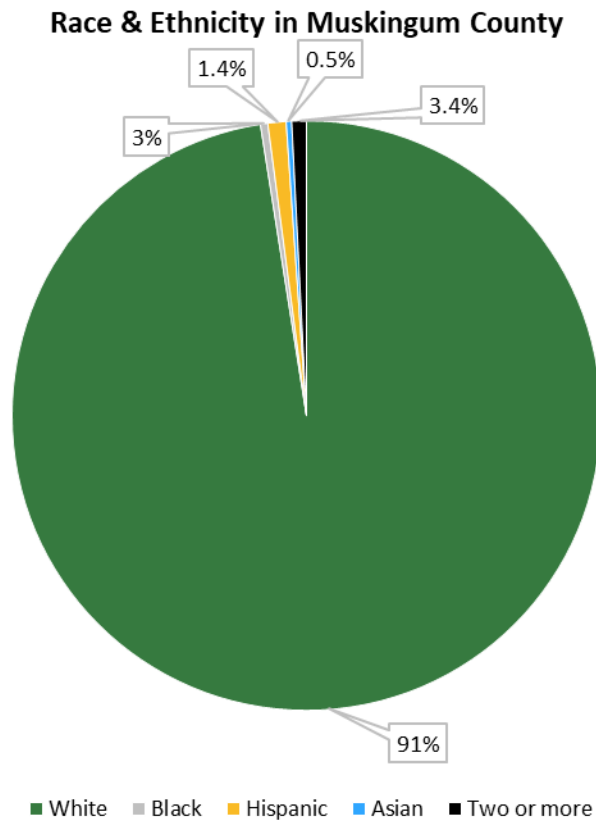


FIGURE 18 – RACE & ETHNICITY IN MUSKINGUM COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Carroll County

As demonstrated in Figure 19, Harrison County is primarily White, with 96.90% of the population identifying as such. Black residents make up 0.40%, and Hispanics make up 0.90%. Likewise, the percentage of Asian is as low as 0.40%, while 0% of the population identified as two or more races combined.

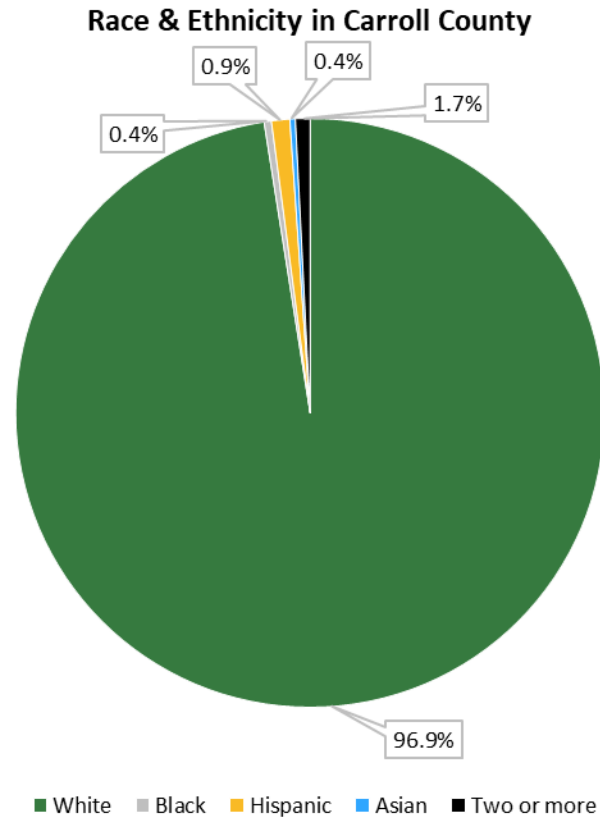


FIGURE 19 – RACE & ETHNICITY IN CARROLL COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Limited English Proficiency

The US Census Bureau looks at persons five years old and older to determine English language proficiency. In the OMEGA RTP region, the total population that is aged five years or older is 414,326. Of this population, 2,429 spoke English “Less Than Very Well” according to the 2023 American Community Survey, or approximately 0.6% of the total population.

Figure 20 maps the population that describes themselves as speaking English “Less Than Very Well”. Eastern Holmes County, northeastern Coshocton County, and northwestern Tuscarawas County are home to a large Amish population where English is often not the primary language spoken in the home. Other areas near larger population centers (e.g. Dover/New Philadelphia, Zanesville) reflect more concentrated groups of immigrants and migrant workers.

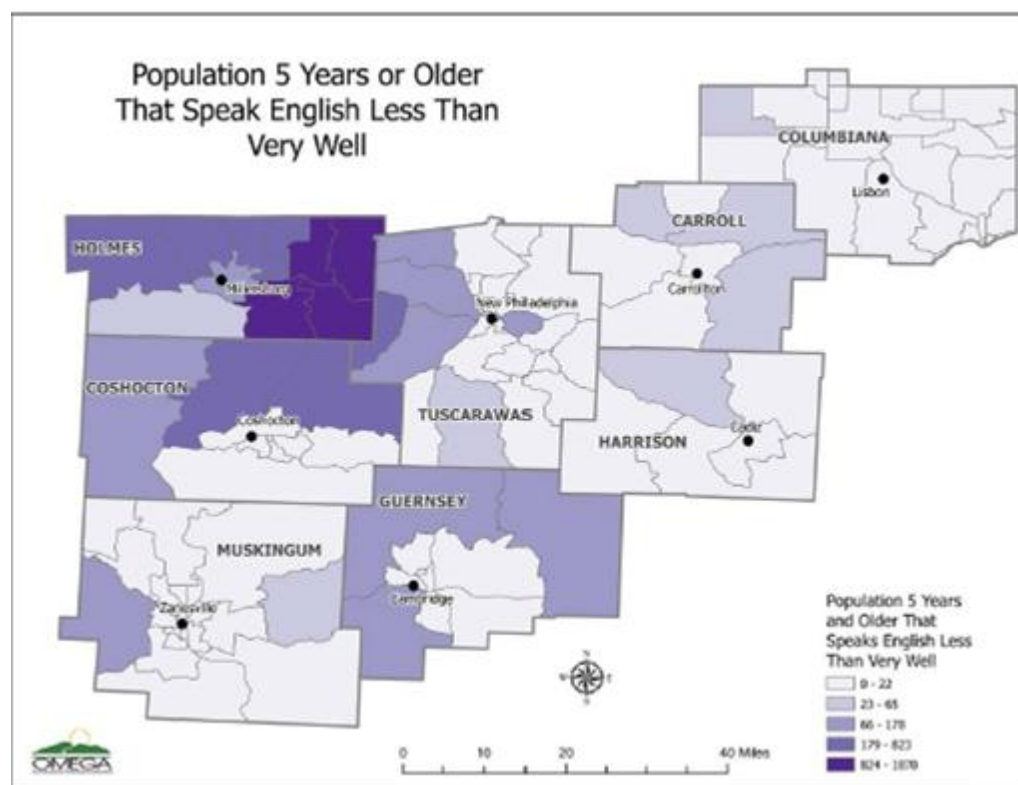


FIGURE 20 – POPULATION OF LIMITED ENGLISH PROFICIENCY IN THE OMEGA RTP REGION
SOURCE: 2023 AMERICAN COMMUNITY SURVEY

Bilingual

In several communities, residents are bilingual: speaking a language other than English. In Holmes County, 50% of the residents use a language other than or in addition to English. The Census reported that 49.1% of the bilingual population speaks an Indo-European language (i.e., Russian, German, Italian, Celtic, Greek); while .5% speak Spanish. Guernsey County data reflect that 4% of its population are bilingual, with 2.4% speaking Indo-European and .6% speaking Spanish. There are 9% bilingual residents in Coshocton County, with 7.7% speaking Indo-European, .5% speaking Spanish, and 0.6% speaking an Asian language. Carroll County has a 6% bilingual population, and Harrison County has 7%. Jefferson County has just a 2% bilingual demographic. This addition of capturing spoken languages adds another layer to the landscape of the region and of each county. Recently, Cleveland news reported that about one-fifth of the residents of seven Ohio cities speak a language other than English at home. The bilingual populations of the counties in the OMEGA region, with respect to that of the State of Ohio, are illustrated in Figure 21 below.

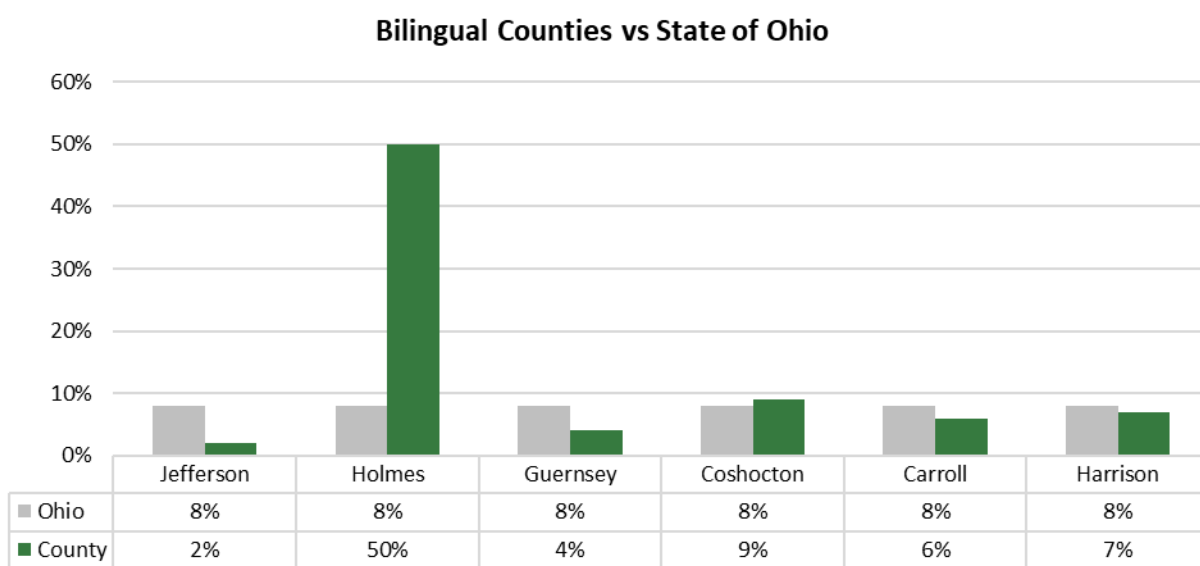


FIGURE 21 – BILINGUAL POPULATIONS BY COUNTY VS BILINGUAL POPULATIONS OF OHIO

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Median Household Income

As illustrated in Figure 22, the median household income across several counties in the region reflects a diverse economic landscape. Columbiana County has a median income of \$53,455, while Tuscarawas County is slightly higher at \$60,000. Muskingum County followed closely with a median income of \$56,654. Belmont County is slightly lower at \$56,361. Jefferson County reports a median income of \$53,124, indicating a more modest economic position. In contrast, Holmes County stands out with a significantly higher median income of \$72,987, suggesting a stronger economic environment. Carroll County boasts a median income of \$ 67,769, and Guernsey County sits at \$53,901; while Coshocton County reveals the lowest regionally at \$52,048. These numbers demonstrate the varying economic conditions within the region, highlighting the disparities in household earnings that can impact community resources and quality of life.

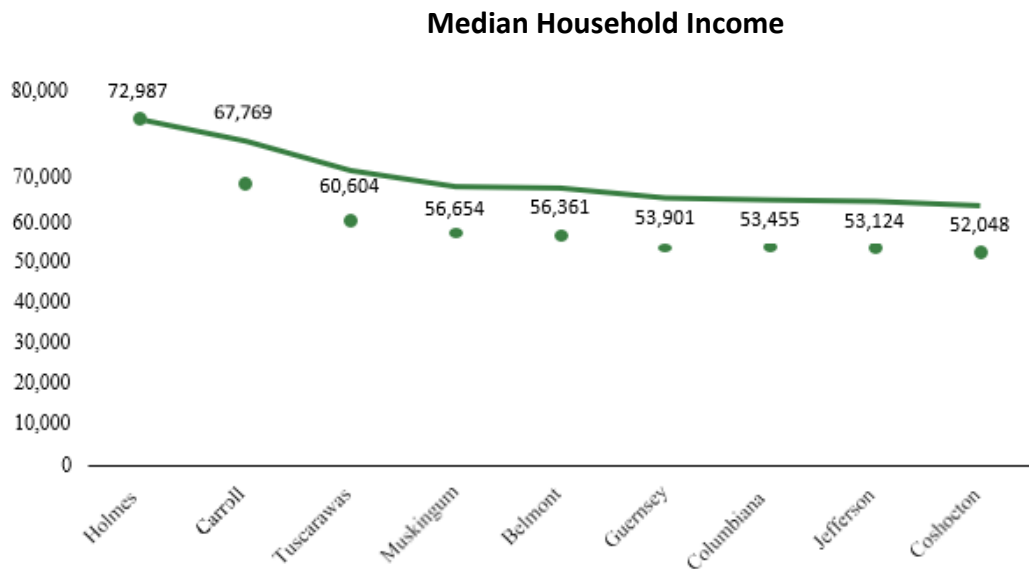


FIGURE 22 – MEDIAN HOUSEHOLD INCOME BY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Poverty Rate

Poverty remains a pressing issue across the nation and globally, characterized heavily in the region by a lack of access to transportation, higher education, healthcare, and employment. As illustrated in Figure 23, Muskingum County has the highest poverty rate regionally, at 20%, despite being home to Muskingum University. This is followed by Coshocton County at 19%. The number of people in poverty declines in Tuscarawas, Columbiana, and Harrison, all at 16%. The poverty rate continues to decline in Carroll at 12%, Holmes at 9%, and Gurnsey at just 2%.

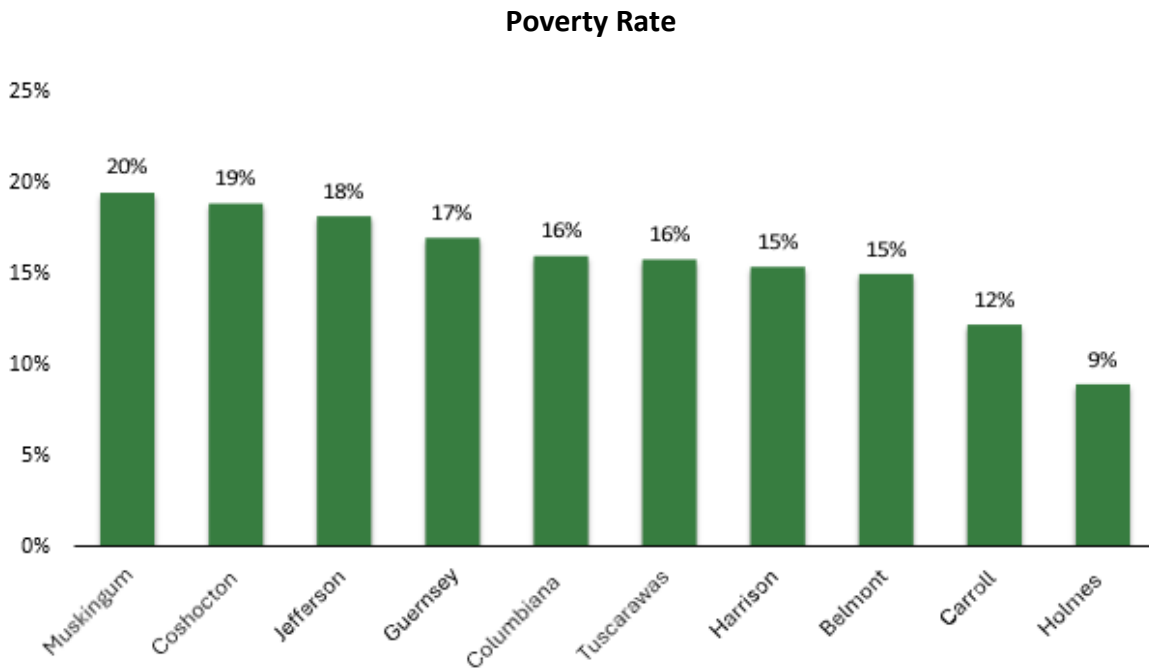


FIGURE 23 – POVERTY RATE BY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Employment: Local, State, and Federal

According to the USA Today newspaper (August 3, 2023), the public sector, especially state and local governments, added 379,000 jobs in the first half of 2023, comprising almost one-quarter of the nation's nearly 1.7 million payroll gains. Federal, state, and local governments make up 14.5% of total employment; therefore, Figure 24 illustrates the distribution of local, state, and federal employment across OMEGA's ten counties. Belmont County has the highest government employment rate at 15%, followed by Guernsey County at 14%. Columbiana and Carroll Counties both report 12% employment rates, while Tuscarawas, Muskingum, Jefferson, and Coshocton Counties each rest at 11%. Harrison County has a lower rate at 8%, and Holmes County has the lowest local, state, and federal employment rate in the region, at 7%.

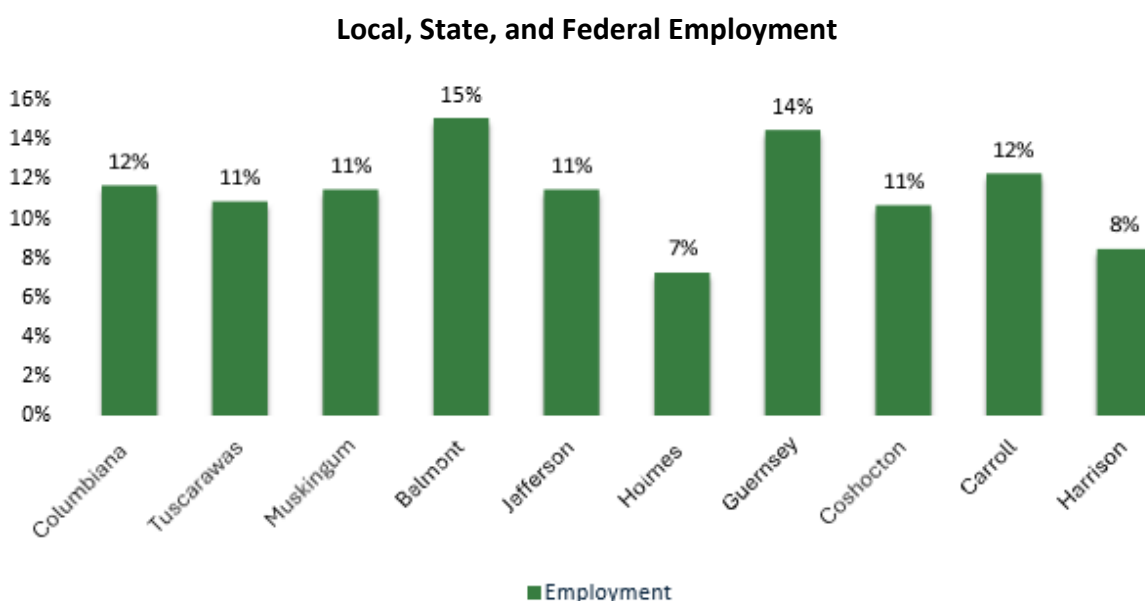


FIGURE 24 – LOCAL, STATE, AND FEDERAL EMPLOYMENT BY COUNTY
SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Private Sector

The Marietta Times newspaper posted an Economy Jobs Report (2024) that reflected job market resilience at the time, also indicating the job market in the State of Ohio is thriving. However, the newspaper also reported that job availability within the private sector, and the correlation between skill sets needed to do the jobs, can pose a challenge. The Buckeye Institute (March 2025) expressed a trend in the wrong direction for Ohio in 2024, with 4.87 million private-sector jobs reflecting a downward adjustment of 34,000 jobs. That said, the regional data in Figure 25 illustrates that 78% of people in Harrison County are employed by private companies, followed by 73% in both Tuscarawas and Jefferson Counties. The percentages continue to decline slightly; 72.8% in Columbiana, 70% in Carroll and Holmes Counties, Coshocton at 69.9%, Guernsey County at 69.5%, Muskingum at 69%, and Belmont at 68.8%.

Employment of Private Companies

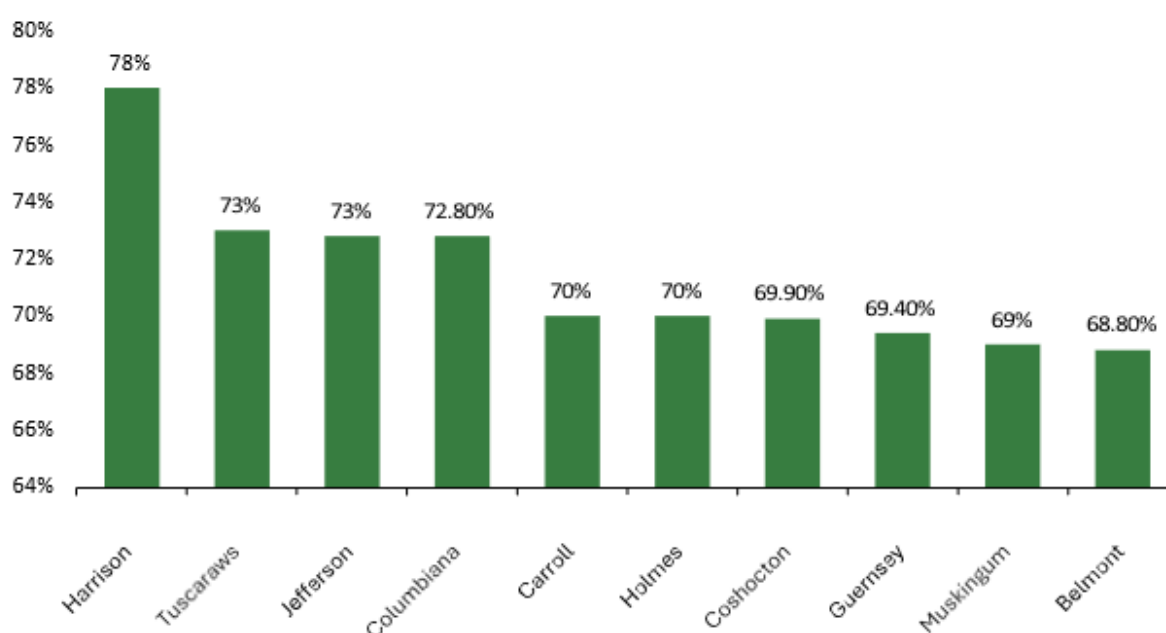


FIGURE 25 – PRIVATE SECTOR EMPLOYMENT BY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Unemployment

According to the Columbus Dispatch (March 2024), the state of Ohio's unemployment rate reached 3.7% at the time, but a more recent Columbus Dispatch report (April 2025), reflects the Buckeye state's unemployment rate has increased to 4.9%. Figure 26 shows the unemployment rate across counties in region 9. The highest unemployment rate is 6% in Jefferson County, followed by 5% in Columbiana, Belmont, Guernsey, and Coshocton Counties. The percentage decreased to 4% in the following four counties: Tuscarawas, Muskingum, Carroll, and Harrison. Holmes County has the lowest unemployment rate of 3%.

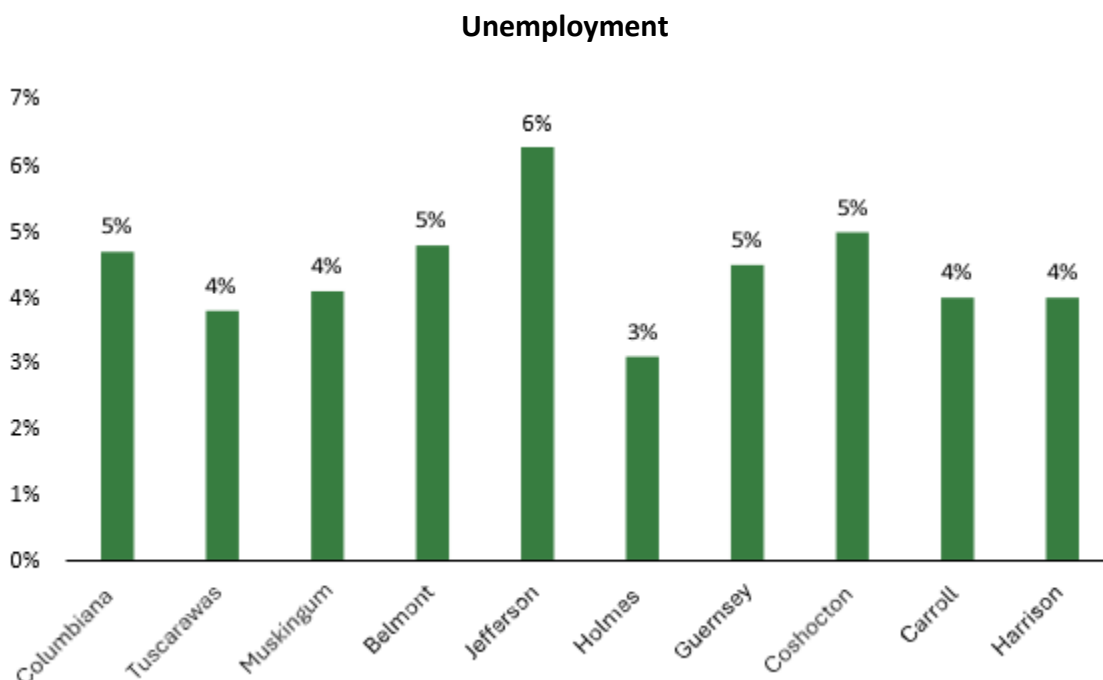


FIGURE 26 – UNEMPLOYMENT RATE BY COUNTY

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Homeowners

For those who purchased homes in 2010, most witnessed the value of their home go up over the decade. Some counties fared better than others. Figure 27 represents these housing value comparisons between the years 2010 and 2020. Holmes County witnessed the largest housing value increase in the region, expanding from \$154,600 in 2010 to \$224,400 in 2020. Similarly, Tuscarawas County saw an increase from \$110,000 to \$136,700. In Carroll County, the housing market value increased from \$110,300 in 2010 to \$128,400 in 2020. Columbiana County housing values grew from \$97,400 to \$105,500. Meanwhile, Coshocton County housing values in 2010 were \$94,800 compared to their increased value in 2020 of \$106,300. The Guernsey County housing value also increased during this timeframe, from \$90,800 in 2010 to \$122,800 in 2020. Likewise, Jefferson County housing values were \$84,800 in 2010 and \$95,300 in 2020. Harrison County saw growth as well, from \$81,800 in 2010 to \$100,800 in 2020. According to Cleveland.com (April 2022), Holmes County saw a monumental increase in housing value of 45%, reflective of the growing housing demand in rural counties.

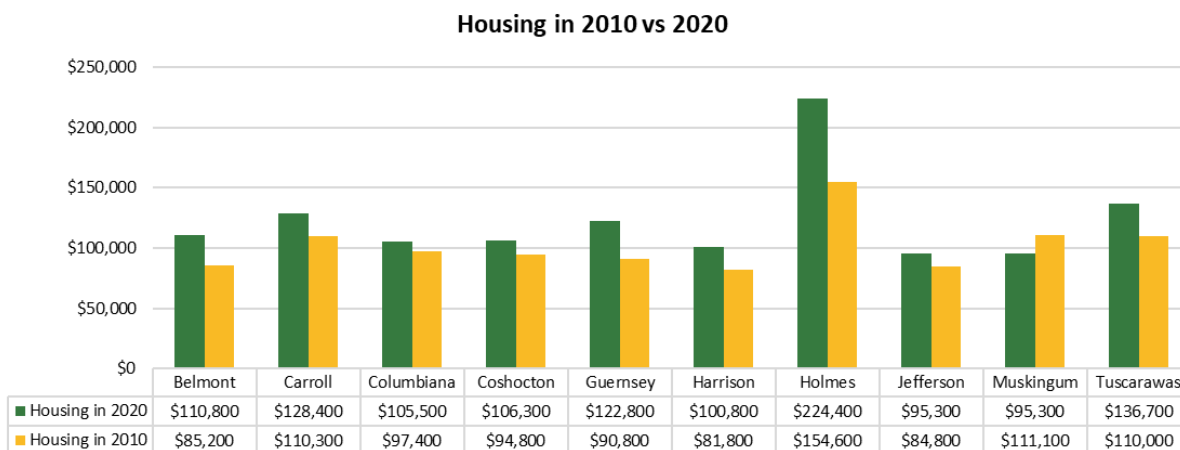


FIGURE 27 – HOUSING VALUES BY COUNTY IN 2010 VS 2020

SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Two- or Three-Bedroom Home Rental

According to an Ohio Real Estate Source study (April 2025), renting is more economical than buying a home - but not everywhere. Reports by Realtor.com and Yahoo Finance (August 2024) further suggest that renting can save a person an additional \$1,000.00 per month. In Figure 28, the rental of two and three- bedroom units are most common across counties in Region 9. The rental percentage by county are as indicated: 80.40% in Harrison; 78% in Belmont; 77% in Jefferson; 76% in Tuscarawas; 75.50% in Columbiana; 75.10% in Coshocton; 74.80% in Guernsey; 73% in Carroll; 72% in Muskingum; and 57% in Holmes. Real estate professionals note that while renting may be the more affordable choice in the short term, the longer-term benefits of homeownership are to be considered, when possible, as appreciation and building equity can be key factors.

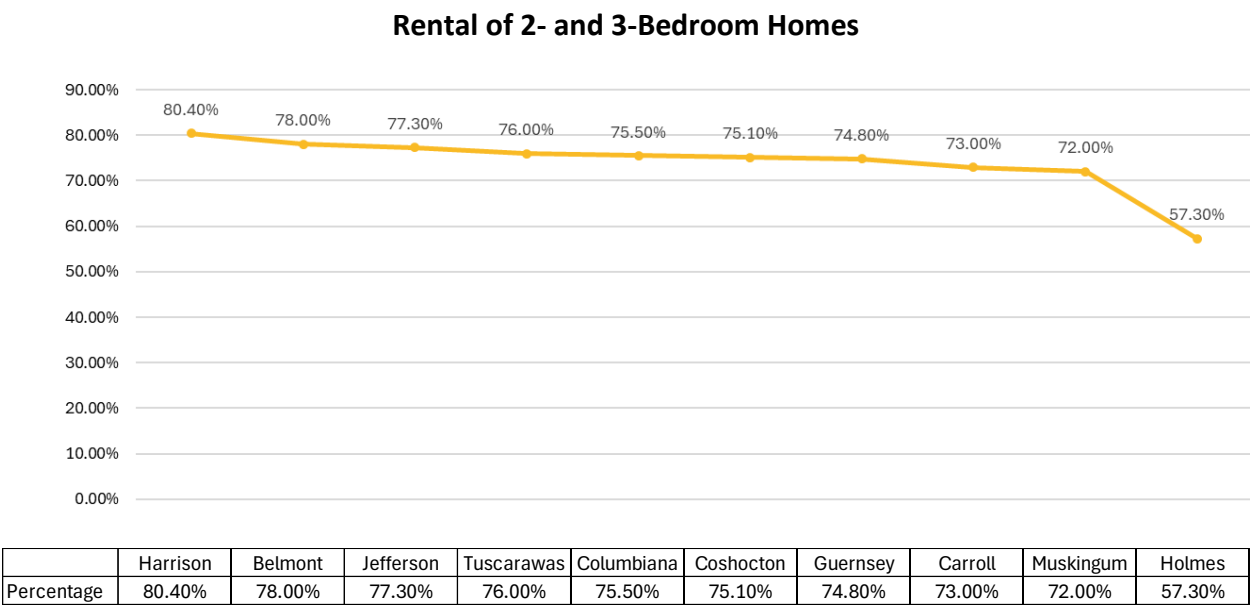


FIGURE 28 – RENTAL OF 2- AND 3-BEDROOM HOMES BY COUNTY
SOURCE: 2022 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

Zero-Vehicle Households

There are approximately 175,575 occupied households in the OMEGA RTPO region. According to ACS 2023 estimates, 16,686 households reported either not owning or having access to a vehicle. This represents approximately 9.5% of all households.

Households without vehicles may rely on public or privately funded transportation options. Areas with high numbers of zero vehicle households are located within areas of high Amish population (Holmes, Coshocton, and Tuscarawas counties) and near larger urbanized areas such as Zanesville. Figure 29 displays where zero vehicle households are concentrated by census tract.

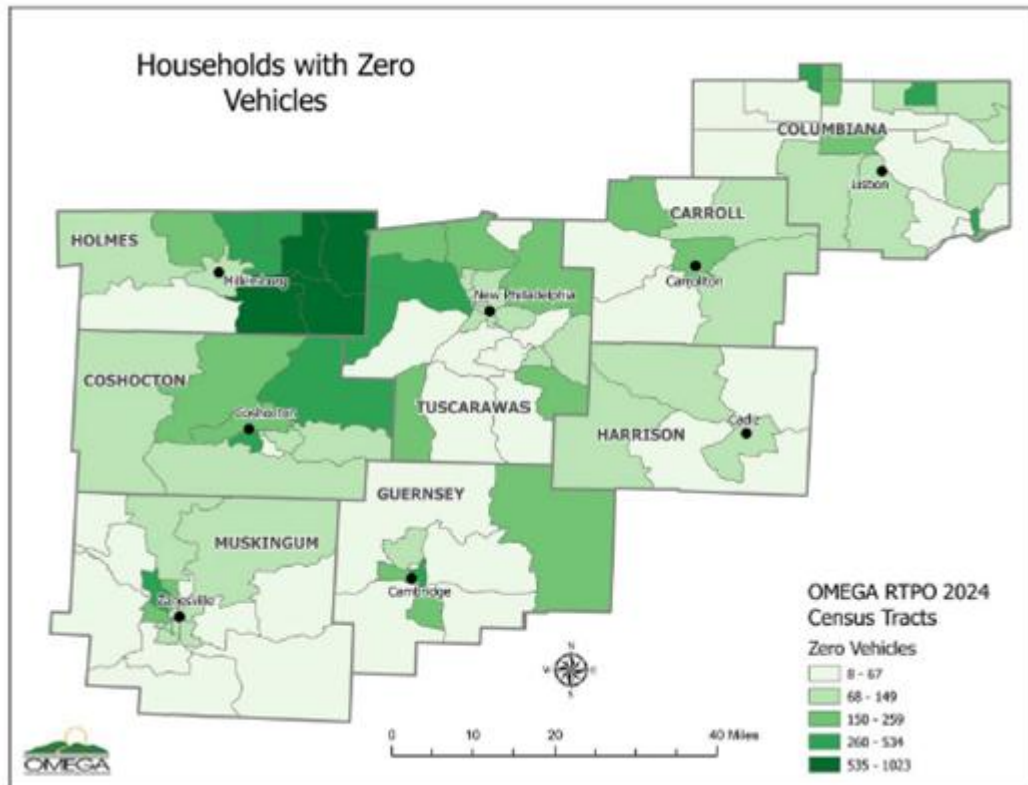


FIGURE 29 – ZERO-VEHICLE HOUSEHOLDS IN THE OMEGA RTPO REGION

Trip Generators and Travel Patterns

There is a diverse mix of trip generators throughout the region; most based geographically and demographically. The most populous counties in the region - Belmont, Columbiana, Jefferson, Muskingum, and Tuscarawas - all have categorical major trip generators: medical, commercial, recreational, educational, human services, and industrial. Each of these counties has plenty of national, regional, and local types of commercial businesses for restaurants, groceries, hardware, auto-repair, and other commercial centers. Most of the counties in the region also have at least one mall or shopping center located within their county, which helps to centrally locate a mix of business and retail offerings. Most counties in the region also have options for medical services; though Carroll County is a designated healthcare desert. Most counties in the region have a healthy collection of recreational facilities (i.e., parks, gyms, golf courses, country clubs, hiking trails, wildlife areas) as well. Plus, majority of the counties have educational options ranging from career technical education centers and post-secondary options such as community colleges and universities (including satellite campuses). Human services are also available to the residents of all ten counties, as each has a council on aging, developmental disability board, Department of Job and Family Services, services for veterans, and other programming and resources tailored to the local area. Each of these counties also has plenty of industrial services that provide employment opportunities. In Belmont, Columbiana, Guernsey, Harrison, and Jefferson counties, the energy and oil & gas industry continues to grow. Industrial development is thriving in Tuscarawas, Muskingum, and Columbiana Counties. Some local and regional supply chains and services are naturally located in counties close to their headquarters or where they primarily serve. For instance, Tuscarawas and Columbiana boast such Northeast Ohio corporations as the Cleveland Clinic, Giant Eagle, Buehler's, Sherwin-Williams, and Goodwill Industries of Greater Cleveland. Jefferson and Belmont in the southeast have companies from southwest Pennsylvania or southeast Ohio, such as Riesbeck's, United Dairy Inc., and Fraley and Schilling Inc., as well as sprawling industrial parks. Hospitals that serve the region's medical trips, such as Genesis Healthcare System, Trinity Medical Center, Cleveland Clinic Union Hospital, and WVU Medical Harrison, however, primary care facilities are limited. For these trips, many regional residents report traveling to Cleveland, Canton, Columbus, Wheeling, or Pittsburgh.

The following maps in Figure 30 through Figure 35 depict known trip generators across the region.

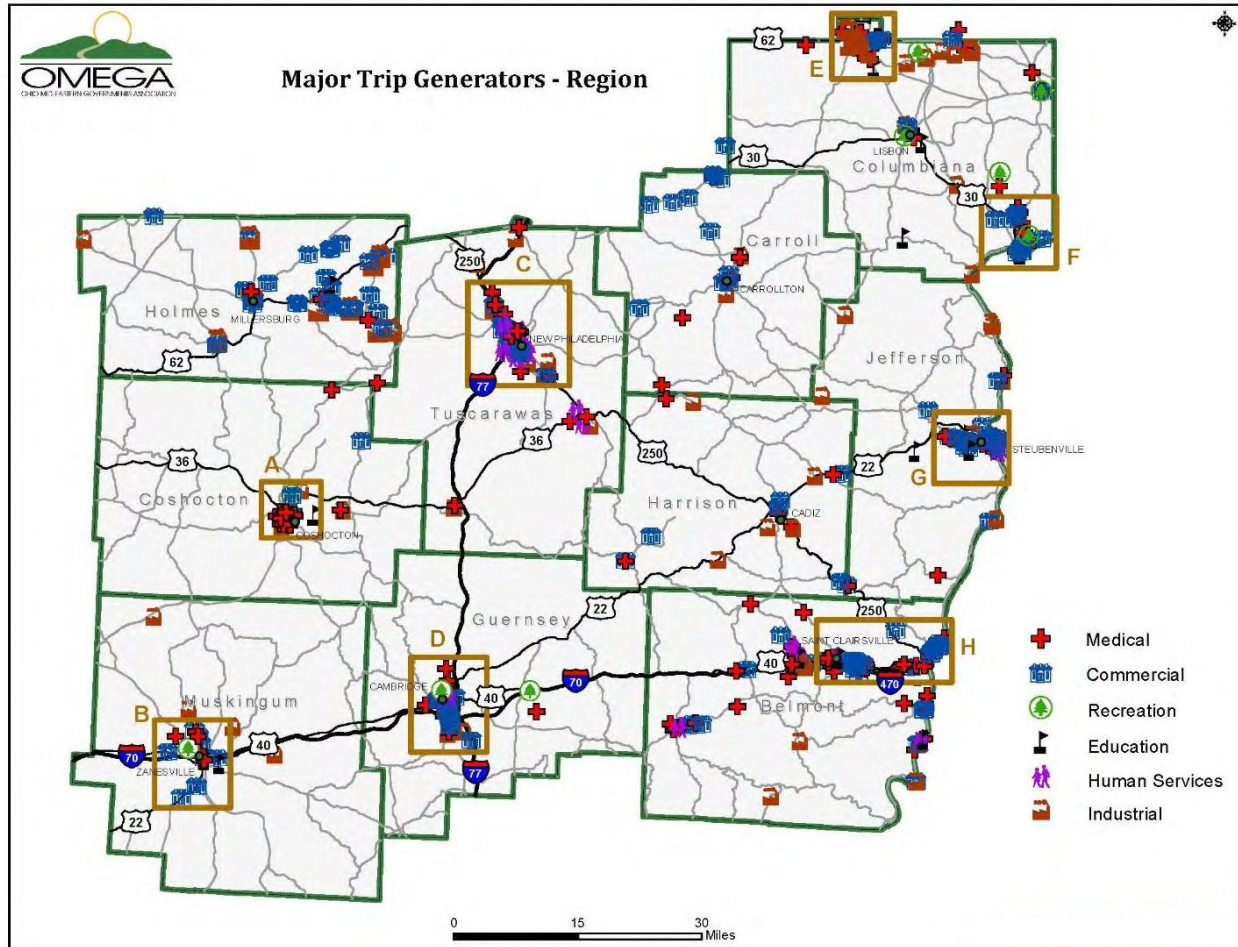


FIGURE 30 – OMEGA REGION MAJOR TRIP GENERATORS

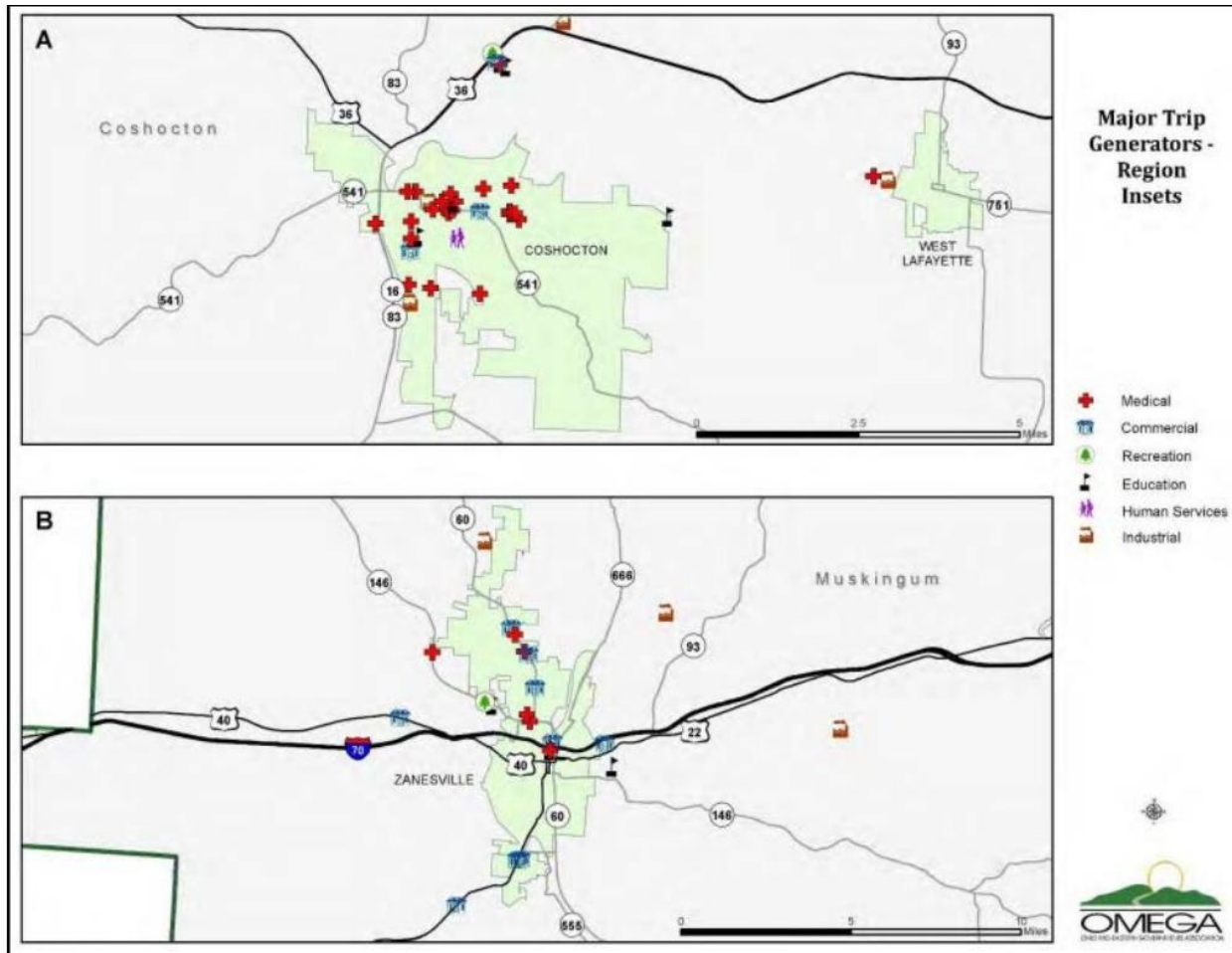


FIGURE 31 – OMEGA REGION MAJOR TRIP GENERATORS: INSET MAP LAYOUT COSHOCTON (A) AND ZANESVILLE (B)

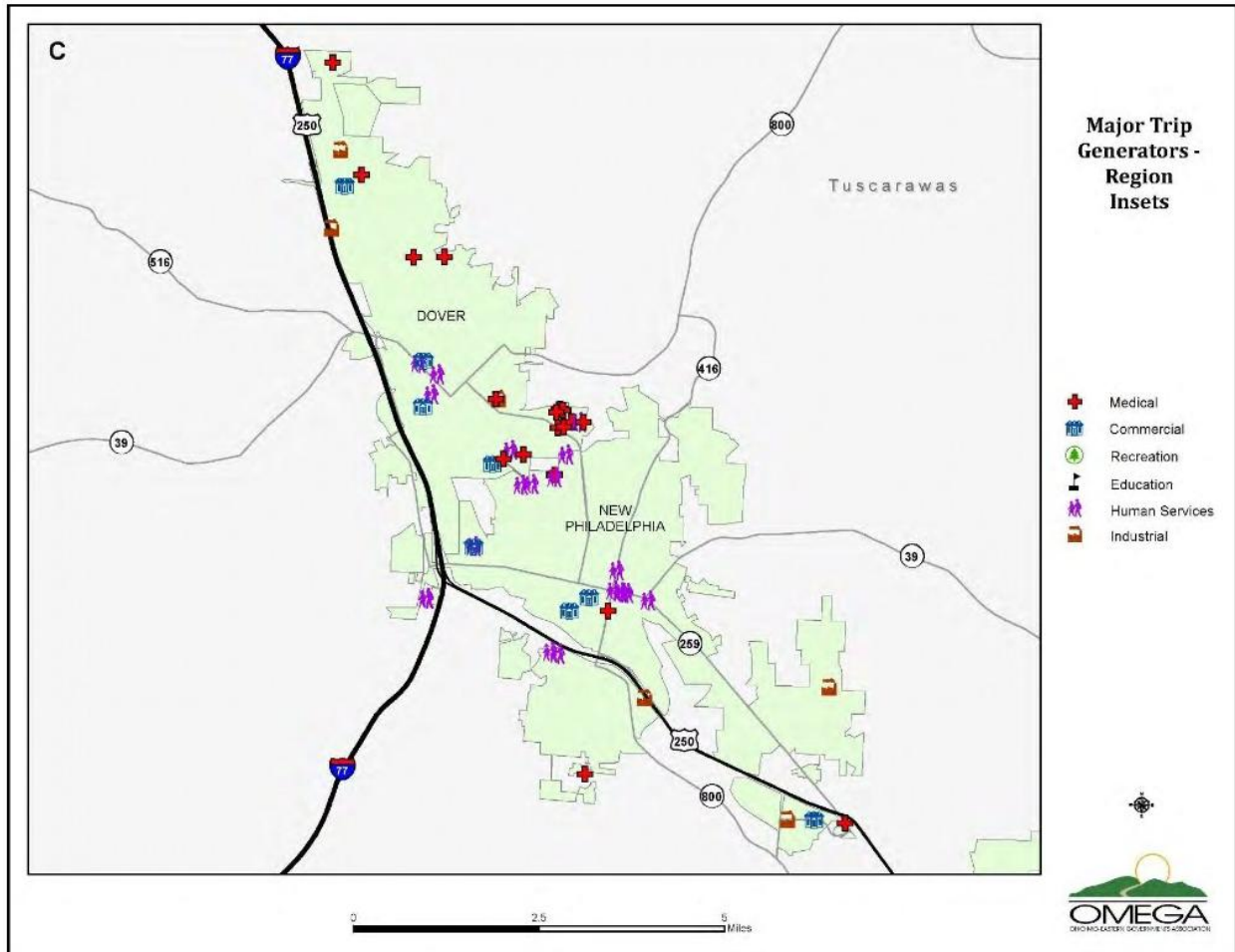


FIGURE 32 – OMEGA REGION MAJOR TRIP GENERATORS: INSET MAP LAYOUT DOVER AND NEW PHILADELPHIA (C)

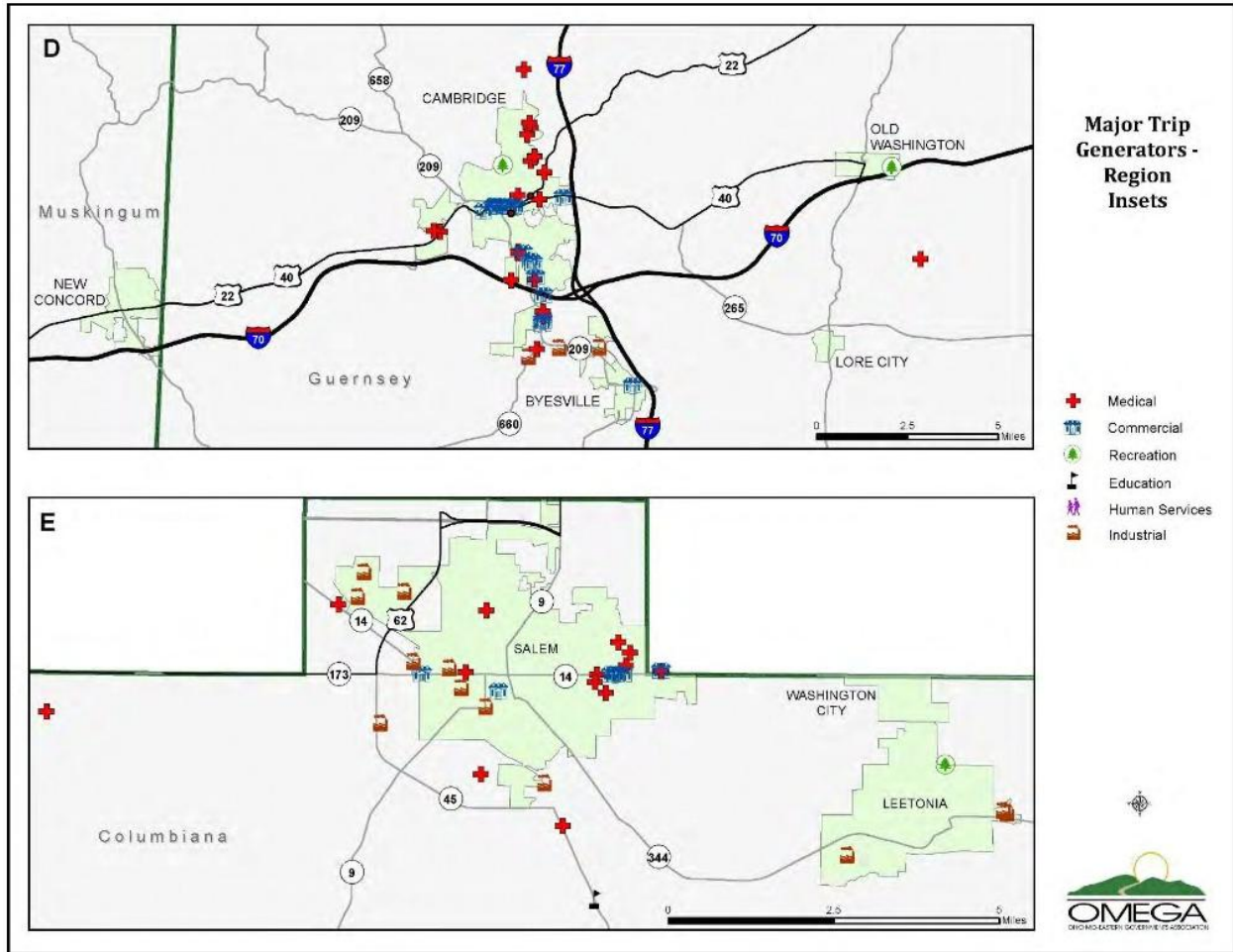


FIGURE 33 – OMEGA REGION MAJOR TRIP GENERATORS: INSET MAP LAYOUT CAMBRIDGE/BYESVILLE (D) & SALEM/LEETONIA (E)

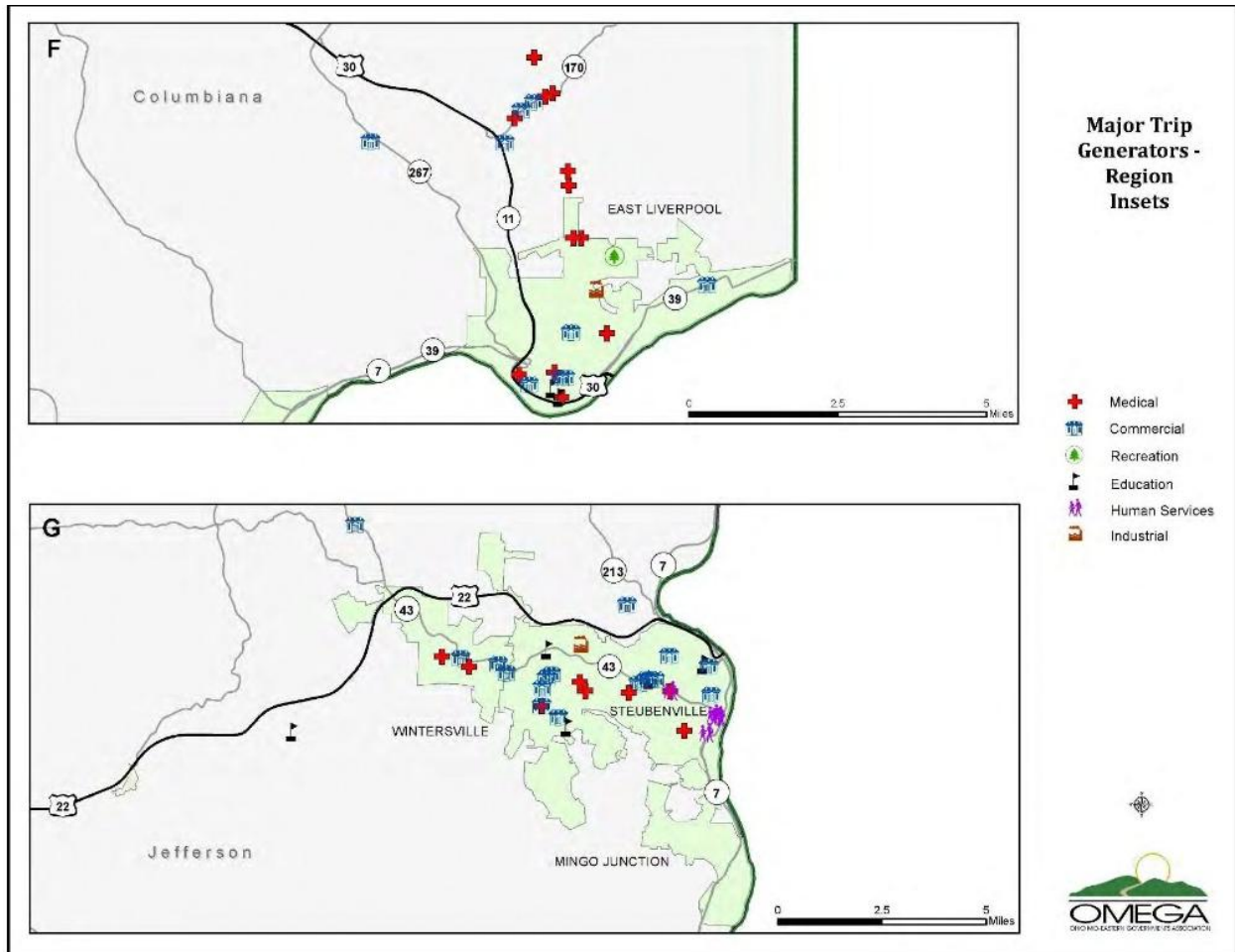


FIGURE 34 – OMEGA REGION MAJOR TRIP GENERATORS: INSET MAP LAYOUT EAST LIVERPOOL (F) & STEUBENVILLE/WINTERSVILLE (G)

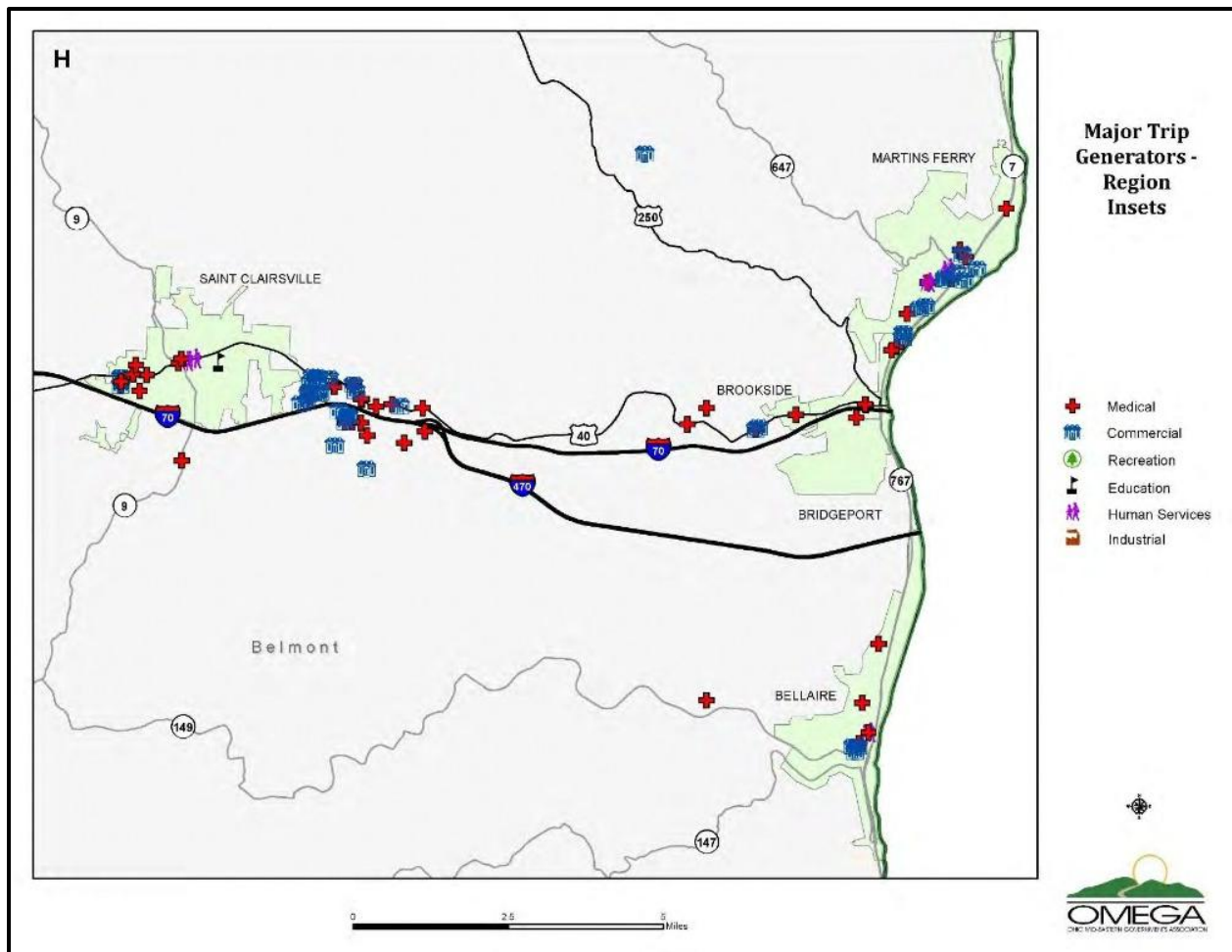


FIGURE 35 – OMEGA REGION MAJOR TRIP GENERATORS: INSET MAP LAYOUT EAST BELMONT COUNTY (H)

Origin-Destination Study, Methodology & Analysis

Another good analysis to include is to view where the transportation service providers are going. During the initial phase of the Regional Coordinated Plan, OMEGA organized a Regional Coordinated Council of participating transportation service providers, human service agencies, and any other stakeholders that are impacted by regional transportation. To begin to analyze the need for coordination between the stakeholders, OMEGA requested annual trip data from the transportation service providers. Origin and Destination data was requested from each provider. To protect privacy, all that was required from each provider was the Origin Zip Code to the Destination Zip Code. A template was provided to all participating stakeholders; no transportation provider was required to participate.

This study indicated that there may be a need for more technology to be available for the providers, primarily when it comes to scheduling trips. Some transit agencies and human service agencies still schedule and log trips by hand, which makes it difficult to transfer and map data. Many agencies that run on a fixed route were not able to be mapped since most are within the same zip code. However, some of the agencies offer paratransit service as well as long-distance medical trips, such as South East Area Transit (SEAT).

The following maps in Figure 36 through Figure 38 depict Origin-Destination trip data across the region.

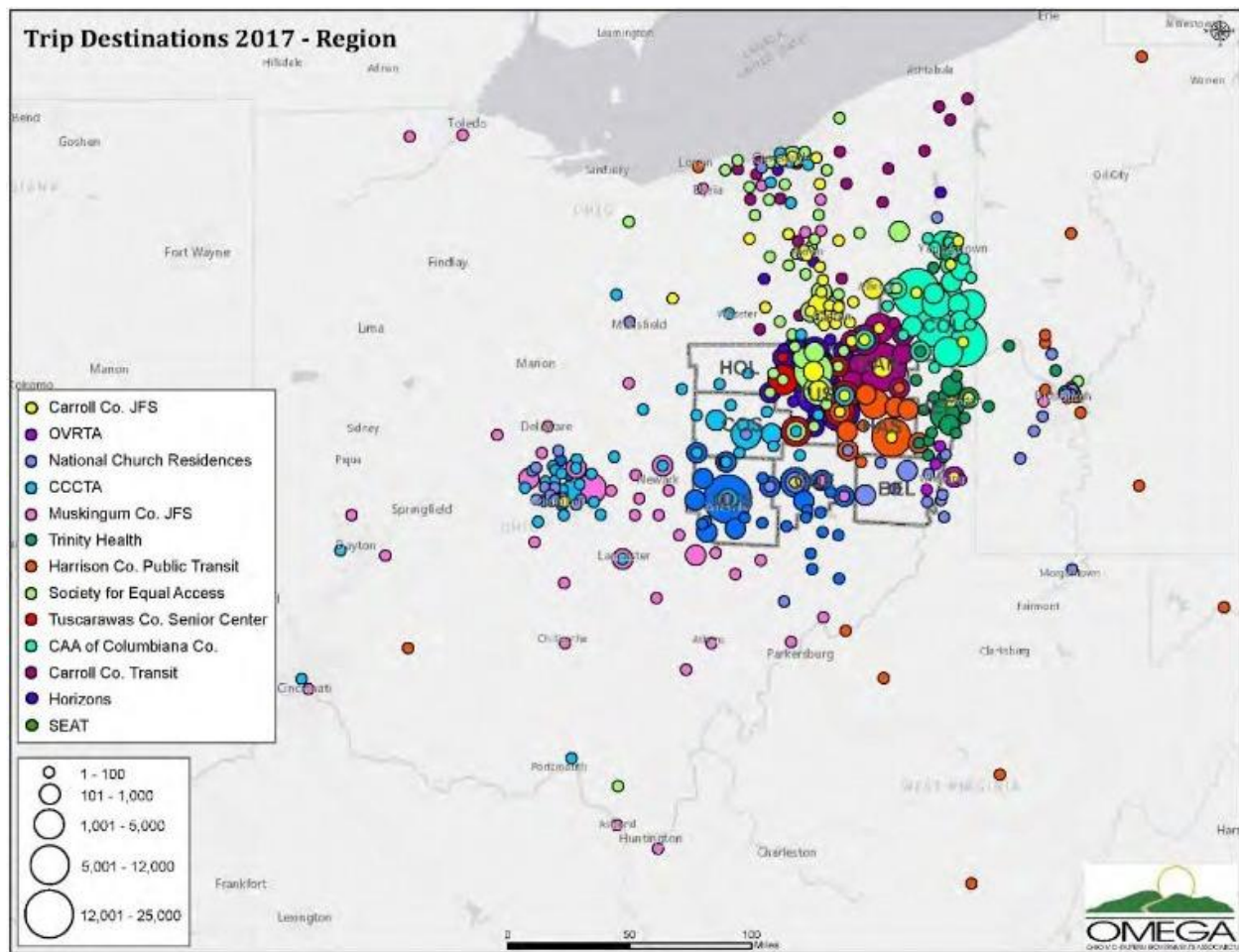


FIGURE 36 – OMEGA REGIONAL TRANSPORTATION SERVICE PROVIDERS ORIGIN-DESTINATION DATA POINTS MAP

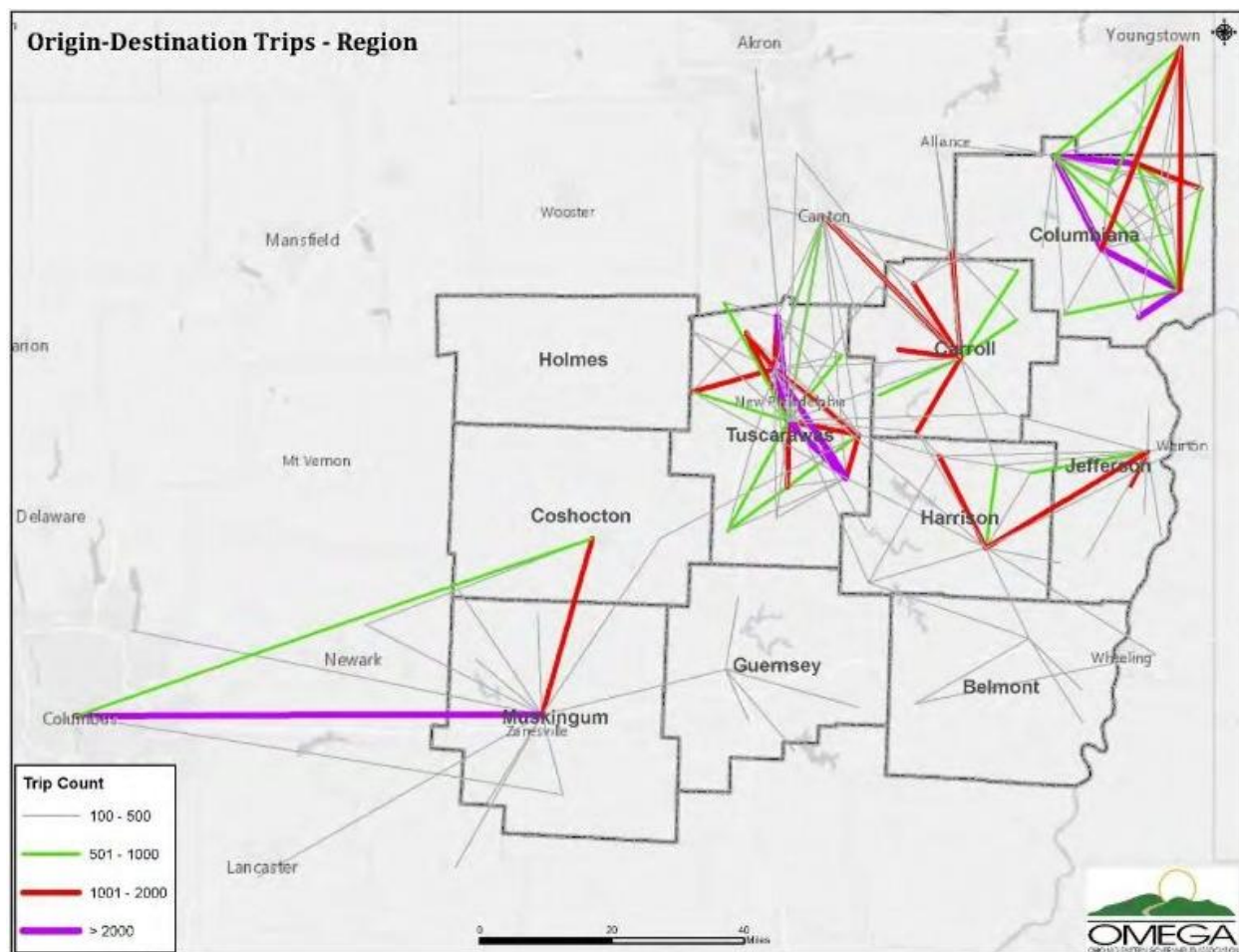


FIGURE 37 – ORIGIN-DESTINATION DATA LINES MAP

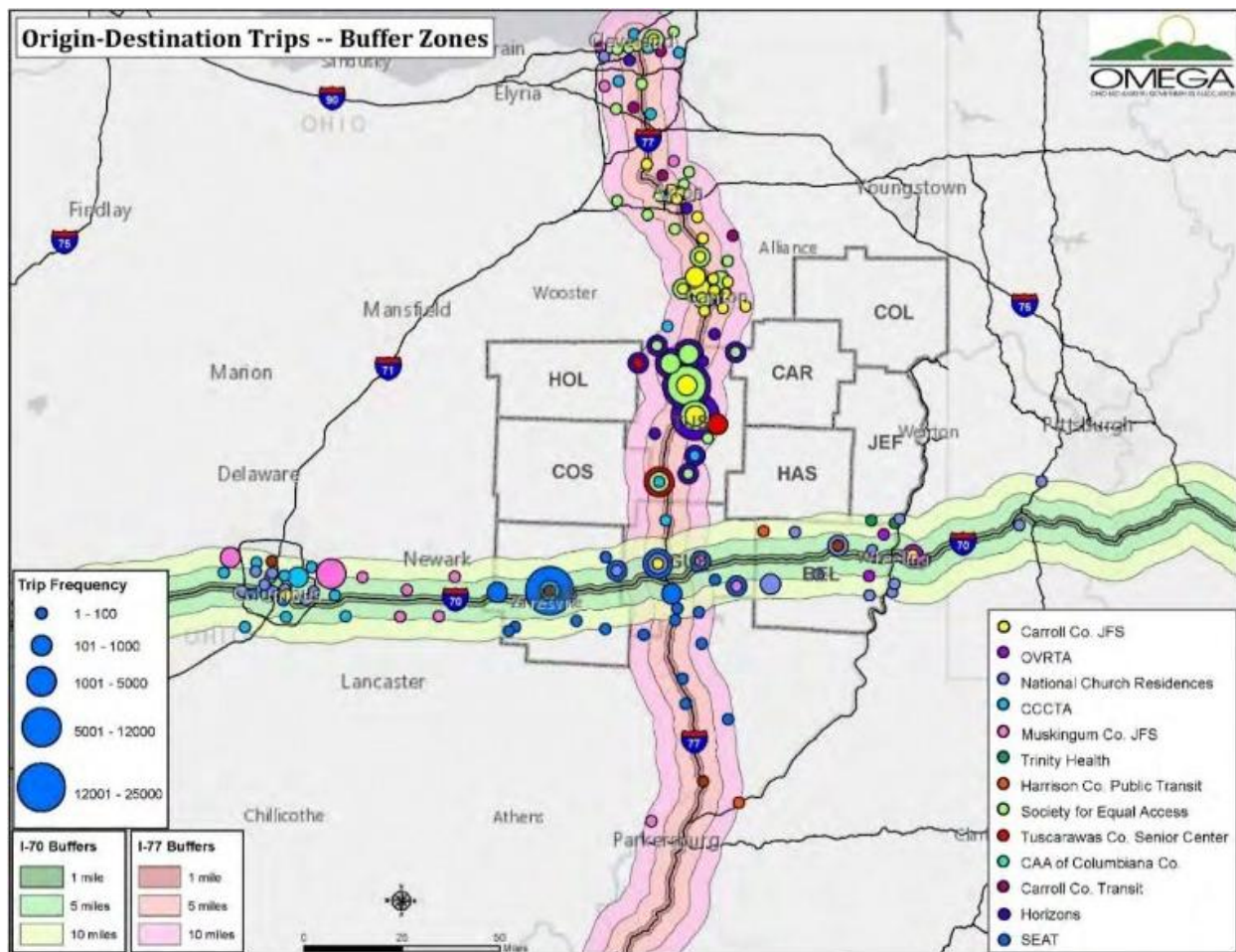


FIGURE 38 – ORIGIN-DESTINATION MAJOR HIGHWAYS BUFFER MAP

II. Assessment of Available Services

This evaluation of transportation services assesses the current state of transportation resources in Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum, and Tuscarawas Counties, as well as the network extending across county lines. By identifying gaps and duplications in services, transportation planners can pinpoint areas that require improvement, ensuring that the region's infrastructure meets the needs of all individuals - particularly seniors, people with disabilities, and low-income populations. Key stakeholders, including representatives from transit agencies, mobility managers, Job and Family Services, senior centers, and developmental disability boards, as well as the public, were engaged through interviews and data collection. The collected information, summarized in the Service Provider tables, promotes a comprehensive comparison of transportation offerings across regions. The evaluation also examines community support for services, highlighting areas where additional support or resources may be necessary. The safety and condition of vehicles used by providers have also been assessed. Additionally, an origin-destination analysis, based on data from transportation providers, will inform future comparisons of trip data and service trends.

The areas that have a higher concentration of senior population, where the block group has 300 or more seniors, may be in most need of senior services. These areas are as follows:

- Belmont County: All around St. Clairsville primarily northeast and in western Belmont County bisected by SR 800.
- Carroll County: North of Carrollton and northwestern, west, and southwestern Carroll County.
- Columbiana County: Around Lisbon to the northeast and southeast, around Salem to the south, northeastern Columbiana County and in the southeast directly north of East Liverpool.
- Coshocton County: Northwest and to the east of Coshocton in Coshocton County.
- Guernsey County: North and east around Cambridge and northeast Guernsey County.
- Harrison County: Northeast of Cadiz and adjacent to western Jefferson County.
- Holmes County: Around the greater Millersburg area to the northeast and south, as well as west and northwest Holmes County.
- Jefferson County: Western Jefferson County, around greater Steubenville to the west and south.
- Muskingum County: Around greater Zanesville to the north, northwest, west, and east middle area of the county.
- Tuscarawas County: Southwest Tuscarawas County, north, northwest, and south of greater New Philadelphia

The areas listed above have the highest concentration of seniors in the OMEGA Region, and it may be advantageous to locate senior services within these areas. According to the Human Service Agencies, most of these agencies are primarily located around the county seat and have satellite offices such as in Belmont, Columbiana, Guernsey, Holmes, and Tuscarawas Counties. It may be beneficial if agencies have satellite offices or another mechanism to connect many of the senior population that live in the more remote rural areas of their counties. This would benefit both the agency and the seniors to have satellite service facilities to decrease the transportation costs for both the agency and the seniors they serve.

When analyzing transportation needs from the public, it is vital to know the demographics in the region.

In relation to the ODOT 5310/5311 funding, the primary funding is to help transportation service providers that transport the elderly and people with disabilities. This is the reason why knowing what the age demographics are in the region is important.

The Region 9 projects with associated 5310 funding include:

- Guernsey County Senior Center- Operating Assistance;
- Belmont County Seniors Center- Receiving vehicles for SFY2026;
- Neffs Volunteer Fire Dept (Belmont County) 2022 and 2023 vehicles;
- Residential Home for Disabled vehicles and Preventive Maintenance; and
- Tuscarawas County Committee on Aging vehicles and Preventive Maintenance

The following tables provide information regarding transportation service providers and mobility managers throughout the region.

TABLE 1 - TRANSPORTATION SERVICE PROVIDERS BY COUNTY

TRANSPORTATION SERVICE PROVIDERS	
BELMONT COUNTY	<ul style="list-style-type: none"> • Senior Services of Belmont County (SSOBC) • EORTA- AdVANTage • Eastern Ohio Regional Transportation Authority (EORTA) • Area Agency on Aging 9 • Neffs • Martins Ferry EMS
CARROLL COUNTY	<ul style="list-style-type: none"> • Carroll County Board of Developmental Disabilities • Carroll Hills School • (CCBDD) • Carroll County Board of Developmental Disabilities Community • Employment (CCBDD) • Carroll County Council on Aging • Carroll County Jobs & Family Services (Carroll Co JFS) • Carroll County Transit • Area Agency on Aging 9
COSHOCTON COUNTY	<ul style="list-style-type: none"> • Midwest Community Center • The Fuse Network - last update provided 7- 24-20 • Legacy Taxi Service • Area Agency on Aging 9
COLUMBIANA COUNTY	<ul style="list-style-type: none"> • Demand Response • CARTS Connex

GUERNSEY COUNTY	<ul style="list-style-type: none"> • Country view Assisted Living • Guernsey County Department of Job and Family Services • Guernsey County Senior Citizens Center • Guernsey County Veteran's Services • Southeast Area Transit • Society for Equal Access • Area Agency on Aging 9 • Guernsey County Senior Center • Guernsey county community Development Corporation • GoGo Gransparent • Ray of Hope Transportation • All well Medical Transportation
HARRISON COUNTY	<ul style="list-style-type: none"> • Harrison County Department of Jobs and Family Services (HCDJFS) • Harrison County Public Transit • Harrison County Veteran Services Commission • Area Agency on Aging 9
HOLMES COUNTY	<ul style="list-style-type: none"> • Holmes County Board of Developmental Disabilities (HCBDD) • Area Agency on Aging 9
JEFFERSON COUNTY	<ul style="list-style-type: none"> • Steel Valley RTA • Area Agency on Aging 9
MUSKINGUM COUNTY	<ul style="list-style-type: none"> • All well Behavioral Health • Genesis HealthCare System • Muskingum County Board of Developmental Disabilities • Muskingum County Center for Seniors • Muskingum County Job & Family Services • Southeast Area Transit • Muskingum Valley Health Centers MVHC
TUSCARAWAS COUNTY	<ul style="list-style-type: none"> • Tuscarawas County Senior Center • Access Tusc Transit • Society for Equal Access • Area Agency on Aging 9

TABLE 2 - MOBILITY MANAGER CONTACT INFORMATION

LIST OF MOBILITY MANAGERS IN REGION 9					
COUNTY	NAME	AGENCY	ADDRESS	PHONE	EMAIL
Carroll, Harrison, Tuscarawas	Jennifer McClain	Tusc Transit	1485 5 th Street NW, New Philadelphia, Ohio 44663	(330) 204-6524 (234) 286-4065	jennifer@accesstusc.org
Columbiana	Shari Green	Community Action Agency of Columbiana County (CAAofCC)	7880 Lincoln Hwy, Lisbon, OH 44432	(330) 424-4015	shari.green@caaofcc.org
Guernsey, Muskingum	Trinity Werning	Guernsey County Community Corp	905 Wheeling Avenue Cambridge, OH 43725	(740) 801-2449	twerning@guernseycountycdc.com
Coshocton	Tracy Hines	CCCTA	401 Main Street Coshocton, OH 43812	(740) 622-7139	tracyhaines@coshoctoncounty.net

TABLE 3 - TRANSPORTATION SERVICE PROVIDER INFORMATION AND CONTACTS

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Area Agency on Aging Region 9, Inc.	SEAT	Senior Services of Belmont County	Senior Services of Belmont County
CONTACT INFORMATION (Phone, Email, Addresses)	David Evancho (740- 435-4908) devancho@aaa9.org	Ada Mears Executive Director amears@seailc.org Jerry Wortman, Transit Super.jwortman@seailc.org 22 Bank Lane Dover, Ohio 44622	Leslie Thompson, Administrator Telephone: 740-695-4142 / 1-800-200-0320 67650 Oakview Drive St. Clairsville, Ohio 43950	Telephone: 740-695-4142 / 1-800-200-0320 67650 Oakview Drive St. Clairsville, Ohio 43950
TRANSPORTATION SERVICE TYPE	Contract with transportation providers for PASSPORT and OAA programs. We don't provide actual transportation, only oversee the funding	Tuscarawas	Curbside pickup 1 of 11 senior centers	Door to door, aging, medical
SERVICE AREA	Nine Counties (Belmont, Carroll, Coshocton, Guernsey, Harrison, Holmes, Muskingum, Jefferson, and Tuscarawas)	Tuscarawas	Belmont County, OH	Belmont County, OH
ELIGIBILITY REQUIREMENTS	60 and older for OAA/ 60 and older and income based for PASSPORT	Resident of Tuscarawas County	Belmont County Residents 60 and older	Belmont County Residents 60 and older, medical appointments
HOURS OF OPERATION	M-F 8am - 4:30pm	3pm+	NA	Monday through Friday until 2 pm, and Saturdays and holidays for those on dialysis treatments
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	EORTA-AdVANTage	Eastern Ohio Regional Transportation Authority (EORTA)	SEAT	Muskingum Valley Health Centers MVHC
CONTACT INFORMATION (Phone, Email, Addresses)	Phone: (304) 232-2190 Contact Form: https://ovrta.org/ovrta-contact-us/ Address: 21 S Huron St, Wheeling, WV 26003	Phone: (304) 232-2190 Contact Form: https://ovrta.org/ovrta-contact-us/ Address: 21 S Huron St, Wheeling, WV 26003	740-454-8573 Option 1 www.seatbus.org	844-274-9079 www.mvhccares.org
TRANSPORTATION SERVICE TYPE	Curb to curb	Public Transit Fixed Route	Public Transportation	Medical Transportation
SERVICE AREA	Belmont County, OH	Belmont County, OH	Muskingum/Guernsey	Coshocton, Guernsey, Morgan, and Muskingum Counties
ELIGIBILITY REQUIREMENTS	AdVANTage operates within 1 and 1/2-mile off an OVRTA/EORTA route	Belmont County, OH and neighboring WV counties	General Public	Medical Transportation
HOURS OF OPERATION	Monday to Saturday 6 AM to 6PM	Monday-Saturday 6 AM to 6PM	6:00 am - 6:00 pm	NA
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Guernsey County Center for Seniors	Guernsey County Community Development Corporation	GoGo Grandparent	IC Cab Y-City
CONTACT INFORMATION (Phone, Email, Addresses)	740-432-3838 www.guernseysenior.org	740-439-0020 www.guernseycountycdc.com	855-755-2721 www.gogograndparent.com	740-617-0000 www.iccab.com
TRANSPORTATION SERVICE TYPE	Transportation	Transportation	Transportation	Public Transportation
SERVICE AREA	Guernsey	Guernsey County Residents 60+	NA	Ohio, Pennsylvania, and Marshall County in W. Virginia
ELIGIBILITY REQUIREMENTS	Guernsey County Residents 60+	NA	NA	Public
HOURS OF OPERATION	NA	NA	NA	NA
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Genesis Community Ambulance	Valor Ambulance	ValueCare Ambulance	Coshocton Public Transit (CPT)
CONTACT INFORMATION (Phone, Email, Addresses)	740-454-6800	833-367-1945 www.valorambulanceoh.com	833-365-4673 www.valuecareambulance.com	Valerie Shaw, Transit Director 740-622-7139 transportation@coshoctoncounty.net 401 Main Street, Coshocton, OH
TRANSPORTATION SERVICE TYPE	Ambulette Service – EMT and NEMT	Ambulette Service - EMT and NEMT	Ambulette Service - EMT and NEMT	Public Demand - Response Door-to-Door Service
SERVICE AREA	NA	NA	NA	Trips must begin or end in Coshocton County. Service is provided statewide in Ohio
ELIGIBILITY REQUIREMENTS	Medical Transportation	Medical Transportation for Skilled Nursing facilities	Medical Transportation	Public is fare free - Donations accepted, Medicaid, Medicaid Waiver, Veterans, Title III-B 60+ - Donations accepted
HOURS OF OPERATION	24 Hours	NA	NA	Monday through Friday 6 a.m. to 6 p.m. Saturday 11 a.m. to 3 p.m. in County
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Coshocton Co. EMS	Residential Housing for Developmentally Disabled (RHDD)	Veterans Service Commission	Ray of Hope Transportation
CONTACT INFORMATION (Phone, Email, Addresses)	Todd Shroyer, Director Office: 740-622-4294 Cell: 740-294-1557 toddshroyer@coshoctoncounty.net 724 Walnut Street, Coshocton, OH	Lisa Reed 740-502-1838 lreed@rhdd.org 925 Chestnut Street, Coshocton, OH P.O. Box 997, Coshocton, OH	Doug Schaefer 740-622-2313 318 Main Street, Coshocton, OH 43812	740-868-6575
TRANSPORTATION SERVICE TYPE	Ambulance	Non-Medical Transportation	VA Medical Facilities	Public Transportation
SERVICE AREA	Coshocton County	Southeastern Ohio	Coshocton County	Muskingum and surrounding counties
ELIGIBILITY REQUIREMENTS	None	Medicaid Waiver, Private Pay	Veteran	Public
HOURS OF OPERATION	24/7/365	24/7	M-F 8 a.m. to 4 p.m. Transportation M-F 6 a.m. to 6 p.m.	NA
OTHER SERVICE PROVIDERS CONTACT INFORMATION	Asst. Chief Kayla Chapman Cell: 740-202-2878 kaylachapman@coshoctoncounty.net Asst. Chief Joe Hunt Cell: 740-610-8057 joehunt@coshoctoncounty.net	NA	For Transportation Contact: Coshocton Public Transportation 740-622-7139 transportation@coshoctoncounty.net 401 Main Street Coshocton, OH 43812	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Muskingum Valley Health Centers MVHC	Allwell Medical Transportation	Midwest Community Center	The Fuse Network - last update provided 7-24-20
CONTACT INFORMATION (Phone, Email, Addresses)	740-891-9000 www.mvhccares.org/transportation	740-454-9766 www.allwell.org/services/transportation	Jackie Boetcher 740-644-8167 JackieB@midwesths.com 490 Downtowner Plaza Coshocton, OH 43812	Mary Thompson-Hufford, CEO 740-622-3563 740-522-8345 mthompson@fuseoh.net 1390 Pleasant Valley Dr. Coshocton, OH 43812
TRANSPORTATION SERVICE TYPE	Medical Transportation	Medical Transportation	NA	HSC
SERVICE AREA	Coshocton, Guernsey, Morgan, and Muskingum Counties	Muskingum, Guernsey, and Noble Counties	Southeastern Ohio	Coshocton, Licking and Muskingum Counties
ELIGIBILITY REQUIREMENTS	Medical Transportation	Medical Transportation	Medicaid Waiver	DODD
HOURS OF OPERATION	NA	NA	Monday through Friday 7:30 a.m. to 3:30 p.m.	Monday through Friday 9 a.m. to 3 p.m.
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Legacy Taxi Service	Access Tusc	Horizons, Inc	Society for Equal Access
CONTACT INFORMATION (Phone, Email, Addresses)	740-623-9999 740-622-9999	234-807-8007 transportation@accessusc.org 1458 5th Street NW New Philadelphia, Ohio 44663		330-343-3668 amears@seailc.org 22 Bank Lane Dover, Ohio 44622
TRANSPORTATION SERVICE TYPE	Taxi	Rural Public Transit	Transit Providers- contract Services	Transit Providers- contract Services Public Transportation
SERVICE AREA	Coshocton County	Tuscarawas County	Tuscarawas County	Tuscarawas County
ELIGIBILITY REQUIREMENTS	Public Fare	None	None	None
HOURS OF OPERATION	24-7	Monday – Friday 8am- 4:30 pm	Monday – Friday 6 am - 6 pm Saturday 6 am - 2 pm	Mon - Fri as contract svc is needed. Scheduler Mon-Fri 8am - 4:30 pm
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Senior Center of Tuscarawas County	Tuscarawas County Job and Family Services	Tuscarawas County Veterans Services	Carroll County Transit
CONTACT INFORMATION (Phone, Email, Addresses)	330-364-6688 425 Prospect Street Dover, Ohio	NA	330-339-1163 cookd@co.tuscarawas.oh.us 16th Street SW New Philadelphia, Ohio 44663	330-627-1900 P.O.Box 185 Carrollton, Ohio 44615
TRANSPORTATION SERVICE TYPE	Public Transportation	Transit Provider - Medicaid Agency Transportation	Transit Provider	Transit Provider
SERVICE AREA	Tuscarawas County	Tuscarawas County	Transport to VA facilities Wade Part, Parma, Canton and Akron	Carroll
ELIGIBILITY REQUIREMENTS	Age 60 and older	NA	Tuscarawas County Veterans	Medicaid
HOURS OF OPERATION	Monday - Friday 8:15am - 3:45pm	NA	Office Hours: Mon - Fri 8am - 4pm	Monday - Friday 7am - 4:30pm
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	EMT Ambulance Service	Carroll County Job & Family Services	Carroll County Veterans Services	Friendship Senior Center
CONTACT INFORMATION (Phone, Email, Addresses)	330-627-0000	330-627-2571	330-627-2590	
TRANSPORTATION SERVICE TYPE	Emergency Transportation	Transportation	Transportation	Uses Carroll County Transit
SERVICE AREA	Carroll	Carroll	Carroll	Carroll
ELIGIBILITY REQUIREMENTS	Carroll County Veterans	NA	NA	NA
HOURS OF OPERATION	24-hour service	Monday - Friday 7:45am - 4:30pm	Monday - Friday 8am - 4pm	
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Harrison County Public Transit	Harrison County Senior Center	Harrison County Job & Family Services	Harrison County Veterans Services
CONTACT INFORMATION (Phone, Email, Addresses)	740-942-1369	740-942-3238	740-942-2171	740-942-8441
TRANSPORTATION SERVICE TYPE	Transit Provider	Transit Provider	Transportation	Transit Provider
SERVICE AREA	Harrison County	Harrison County	Harrison County	Transport to VA facilities in Cleveland and Pittsburgh.
ELIGIBILITY REQUIREMENTS	NA	NA	NA	Harrison Co Veterans
HOURS OF OPERATION	Monday - Friday 8am- 4:30pm	Monday - Thursday 5am- 5pm Friday 9am - 5pm	Monday - Friday 8am - 4pm	Monday - Friday 8:30am - 4:00pm
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Lynn Hope Industries	RHDD	Precious Angel Transportation	Sacred Ground
CONTACT INFORMATION (Phone, Email, Addresses)	smackey@holmesdd.org	lreed@rhdd.org	info@preciousangeltransport.com	griffin@thesacredground.org
TRANSPORTATION SERVICE TYPE	scheduled in advance	scheduled in advance	scheduled in advance	scheduled in advance
SERVICE AREA	Holmes	Holmes	Holmes	Holmes
ELIGIBILITY REQUIREMENTS	human services specifically	human services specifically	human services specifically	human services specifically
HOURS OF OPERATION	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Gentle Brook	Midwest Innovations	Holmes Co Veterans Assoc	Love Inc.
CONTACT INFORMATION (Phone, Email, Addresses)	rbrown@gentlebrook.org	SallyM@midwesths.com	(330) 674-4806	
TRANSPORTATION SERVICE TYPE	scheduled in advance	scheduled in advance	scheduled in advance	scheduled in advance
SERVICE AREA	Holmes	Holmes	Holmes	Holmes
ELIGIBILITY REQUIREMENTS	human services specifically	human services specifically	human services specifically	human services specifically
HOURS OF OPERATION	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm	Monday - Friday 7:00 - 8:30 am 2:30 - 4:00 pm	NA	NA
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	NA	NA

TRANSPORTATION SERVICE PROVIDERS DETAILS				
AGENCY NAME	Anazao	Thompson Taxi	Guernsey County Senior Citizens Center, Inc.	Community Action Rural Transit System
CONTACT INFORMATION (Phone, Email, Addresses)	NA	330-264-8498	740-439-6681 sgress@guernseysenior.org 1022 Carlisle Avenue Cambridge, OH 43725	(330)424-4015 Shari.chick@caaofcc.org 7880 Lincole Place, Lisbon, OH 44432
TRANSPORTATION SERVICE TYPE	scheduled in advance	NA	Senior Hallway to Hallway Transportation Service Rural on Demand Based on Fleet & Driver Availability. Recommend 24-Hr Advance Reservation.	On Demand Response and CARTS Connex
SERVICE AREA	Holmes	Holmes	All of Guernsey County Limits Out of County to neighboring counties.	All trips must be in Columbiana County
ELIGIBILITY REQUIREMENTS	Mental health appointments	JFS med appts	Age 60 and older Resident of Guernsey County	
HOURS OF OPERATION	NA	NA	Monday - Friday 7:30 AM - 6:00 PM Saturday 8:00 AM - 3:00 PM	On Demand Response: Monday - Saturday 5 AM - 8 PM CARTS Connex: Monday - Friday 9 AM - 3 PM
OTHER SERVICE PROVIDERS CONTACT INFORMATION	NA	NA	Fax: 740-439-7478 Phone: 740-432-3838 Toll Free: 1-866-534-2349 TTY: 740-439-6681 Email: transportation@guernseysenior.org	NA

III. Assessment of Transportation Needs and Gaps

OMEGA was chosen by ODOT in 2017 to be one of two regions conducting a pilot program to regionalize transit and human services transportation coordination. Before this pilot, each county was required to complete a locally developed plan for these transportation services to qualify for grant funding.

The Regional Coordinated Plan is being updated concurrently with this LRTP and contains further detail about the state of human services transportation and recommendations to continue the success of the regionalization across the 10 counties. Looking to the future, the pilot is ending in June 2025 and the ODOT Office of Transit is currently developing the next steps for this program.

OMEGA also serves as a RTPO and studies all modes of transportation, including Alternative Transportation, which involves walking, bicycling, traveling by buggy, and using public transportation - the first three of which have grown in the OMEGA region since the COVID-19 pandemic, both for commuting and recreation. RTPO Data are available upon request which identify hot spots which will aid in prioritizing transportation safety investments and include urbanized areas like Dover & New Philadelphia, Zanesville, Cambridge, and East Liverpool as well as areas with lots of rural walking and cycling traffic like Columbiana County and eastern Holmes County. Likewise, the RTPO region currently has miles of bicycle facilities, and counties without trail plans received a boost through the Appalachian Community Grant Program (for which OMEGA served as a lead applicant).

As it relates to intercity travel, Tuscarawas and Guernsey Counties are served by GoBus which is a rural intercity bus program administered by HAPCAP. Stops include New Philadelphia, Newcomerstown and Cambridge on a route connecting Cleveland to Marietta. Passengers can make connections to other intercity services such as Amtrak, Baron's Bus, or Greyhound at the termini of this route. The OMEGA region has several exciting developments going on involving passenger rail as well. The recommendations and strategies for all of OMEGA's regional transportation efforts are captured in a plan which will guide OMEGA's RTPO program and transportation efforts for future decades. Requests for review of the Long-Range Transportation Plan are available, as the document will advance the goals set forth by ODOT and USDOT while also supporting regional growth and development as well as objectives from OMEGA's other funding agencies and partners.

OMEGA, in conjunction with the Steering Committee for the Coordinated Transportation Program, identified a need to better quantify the benefits of non-emergency medical and employment transportation services, especially for senior citizens, persons with disabilities, and persons with low income, through a Social Return on Investment research pilot program. The Regional Coordinated Council recommended in March 2023 that the project be led through a joint effort between OMEGA and the Voinovich School of Leadership and Public Affairs at Ohio University. The Ohio Department of Transportation Office of Statewide Planning concurred that the project would be an eligible expenditure of Regional Transportation Planning Organization funding; therefore, the OMEGA Board of Directors passed Resolution 2023-04, approving the project. The outcomes can be found on the pages to follow, and the full report can be reviewed at: <https://omegadistrict.org/programs/transit/sroireport/>.

The OMEGA Region Public Transit & Transportation's

SOCIAL RETURN On Investment



Contact:

Safa Saleh, Regional Mobility & Transit Planner

SSaleh@OMEGAdistrict.org

740-439-4471

...or your local Mobility Manager

UP TO
**\$164
MILLION**
SAVED

SROI SNAPSHOT

& value statement

For every **\$1** spent on rural transit & transportation in 2022, community members avoided **\$5.43-\$9.13** in costs. That's **up to \$164 million** saved in just **one year** across **9 counties**.

Yet, Ohio funds its public transit at **only 10%** of the national average funding levels.

As transit & transportation go underfunded, constituents lose millions of dollars in cost-savings each year.



\$89 Million

Decreased patient costs for Medicaid and Medicare



\$8 Million

Savings in hiring costs for employers



\$10 Million

Reduced burden on social services



\$2 Million

Savings for caregivers



\$8 Million

Savings for counties



\$10 Million

Value for employees

Access the full report at <https://omegadistrict.org/programs/transit/sroireport/>

FOR EVERY \$1 SPENT

on Rural Transit & Transportation...

Physical Health

Riders are more likely to attend health care appointments for their chronic conditions, leading to longer and healthier lives.

This results in an estimated \$27,742,546 - \$36,990,062 in reduced mortality-related costs.

Medicaid Costs

Access to non - emergency medical transportation reduces the need for costly treatments.

As a result, Medicaid saved up to \$89 Million in patient health cost.

Age in Place

Seniors can continue to live at home, obtain a higher quality of life, and enjoy significant savings.

More Seniors avoided up to \$20.6 million in assisted living expenses, while Medicaid saved up to \$3.4 million.

Social Isolation

Riders experiencing isolation were able to reach more destinations and form connections with drivers and passengers.

This helped Medicaid avoid up to \$539,000 in costs associated with social isolation.

Work Experience

Being able to work provides valuable on the job experience, which significantly contributes to human capital over a lifetime.

Recently, this generated \$10,058,736 to \$15,973,423 in increased human capital value for riders.

Dignity Through Work

The dignity of being able to work, facilitated by access to public transit, is crucial for people.

As a result, this has generated \$1,144,569 - 1,526,092 in value for rider's sense of self - worth and social value each year.

Social Services Burden

Public transportation and transit eliminated barriers to work and reduced reliance on social services.

As a result, taxpayers lowered the burden on social services by \$7.7 million and \$10.3 million in unemployment benefits.

Caregiver Strain

Public transportation and transit reduces the time and money spent by unpaid caregivers.

Unpaid caregivers can save up to \$613,000 in travel cost and up to \$1.6 million in time invested, knowing their loved one received the care they deserve.

The OMEGA Region Public Transit & Transportation's Social Return on Investment (SROI) Study was prepared by



Department of
Transportation

OHIO
UNIVERSITY

Voinovich Academy for
Excellence in Public Service

In total, there are 71 transportation service providers, human service agencies, and transit agencies that operate in the 10 counties of the OMEGA region. The service providers and agencies consist of: Mobility Managers, Department of Jobs & Family Services, Senior Services, Veteran Services, Board of Developmental Disabilities, Area Agency on Aging Region 9, five transit authorities/agencies, several career centers, community action agencies, Community Improvement Corporations, taxi services, colleges, non-profit and for-profit providers, and planning agencies such as BELOMAR and BHJMPC. Regarding technology, of the 71 providers, 14 agencies do not currently utilize or have a website to share their information online. There are several human service agencies that contract for transportation services, but do not have information concerning the transportation service providers on their website. This can be very useful to coordinate transportation services by using technology efficiently.

A total of 24 agencies use scheduling software to schedule trips; however, one schedules trips by hand, one uses Outlook, and one uses other Microsoft Office programs to schedule trips. Holmes County is the only county in the region that reports no scheduling software. Nineteen agencies use dispatching software to manage their trips, while one agency uses Microsoft Office to dispatch, and another uses a mobile phone or on-view. Thirteen agencies use automated vehicle location (AVL) or geographic position systems (GPS) for use in their fleet vehicles. Currently, applications for riders to schedule trips are not available in the region.

Most of the transportation providers and human service agencies operate Monday through Friday during normal business hours. Some operate on the weekends for a few hours or by appointment only. There are several providers that operate on Saturday, Sunday, or both. Transportation service providers that offer Saturday and/or Sunday service are noted.

Aside from weekend service, there are many transportation providers that work around the clock. Eleven transportation providers operate 24/7 and include four taxicab companies, five EMT Ambulance services, one on-demand nonprofit transportation provider, and one healthcare system that coordinates with other transportation providers. Nine of the 24/7 transportation providers are located in Columbiana County, and the others are located in Belmont, Jefferson, and Muskingum Counties.

Characteristics for each of the agencies within the Region 9 footprint were provided as follows.

Organizational Characteristics for Agency: SSOBC



Transportation Service Characteristics

Agency Name SSOBC	Name of the Program NEMT	Mode of Service On Demand	Provides Medicaid-Eligible Trips No
Days & Hours of Operation 5 days per week 6 AM – 4 PM	Primary Funding Source Title III	Level of Passenger Assistance Provided Door to Door Wheelchair Accessible	Customer Eligibility Requirements 60 or older
	Training Courses Required for Driver Yes	Service Area Belmont County	

Transportation Related Expense

Agency Name SSOBC	Program Name NEMT	Fare Structure Request Donations
Number of full time & part time drivers 5 full time 5 part Time	Number of full time & part time schedulers/dispatchers 3 full time	Revenue Source Most Recent FY Local Levy funding
Donation Accepted Yes		Total Annual Transportation \$294,360.69

Alternative Active Transportation

Transportation Option: 1- Martins Ferry EMS 2- Neffs VFD
Name of Transportation Option: NA
Availability: 5 days a week
Cost: Unknown
Usage: Local
Service Area: Belmont County

Technology

Agency Name
SSOBC

Name of Scheduling
Software
ServTracker

Do you have an app for
Transportation
No

Name of Dispatching
Software
Manual

AVL system/ GPS
Yes

Community Support

Assessment of Community Support for Transit
NA

Safety

Number of Vehicles
NA

Inspection
NA

Organizational Characteristics for Agency: Tuscarawas County Senior Center



Transportation Service Characteristics

Agency Name Tuscarawas County Senior Center	Name of the Program Transportation	Mode of Service On Demand	Provides Medicaid-Eligible Trips No
Days & Hours of Operation Monday - Friday 8 AM – 4 PM	Primary Funding Source (1) Levy (2) Area Agency on aging (3) ODOT	Level of Passenger Assistance Provided Door to Door Wheelchair Accessible	Customer Eligibility Requirements 60 or older
	Training Courses Required for Driver Yes	Service Area Tuscarawas County	

Transportation Related Expense

Agency Name Tuscarawas County Senior Center	Program Name Transportation	Fare Structure Donation Only
Number of full time & part time drivers 18 full time 10 part Time	Number of full time & part time schedulers/ dispatchers 3 full time	Revenue Source Most Recent FY Levy, Grant, Donation
Donation Accepted Yes		Total Annual Transportation \$869,042

Alternative Active Transportation

Transportation Option: Rural Public Transportation
Name of Transportation Option: Society for Equal Access
Availability: Monday- Friday 8:00 AM to 4:00 PM
Cost: Varies rates and availability
Usage: Varies depending on availability
Service Area: Tuscarawas County and its surrounding areas

Technology

Agency Name Tuscarawas County Senior Center	Name of Scheduling Software Custom for TCSC	Do you have an app for Transportation No
Name of Dispatching Software Printed schedules & 2 way radios for drivers while on the road		AVL sytem/ GPS No

Community Support

Assessment of Community Support for Transit NA
--

Safety

Number of Vehicles 26
Inspection Routine Required by Funding Source/ Annual Inspection

Organizational Characteristics for Agency: Access Tusc



Transportation Service Characteristics

Agency Name Access Tusc	Name of the Program Access Tusc Transit	Mode of Service On Demand	Provides Medicaid-Eligible Trips Yes
Days & Hours of Operation NA	Primary Funding Source 1-5311	Level of Passenger Assistance Provided Door to Door Wheelchair Accessible	Customer Eligibility Requirements NA
	Training Courses Required for Driver Yes, ODOT specific	Service Area Tuscarawas County	

Transportation Related Expense

Agency Name Access Tusc	Program Name Access Tusc Transit	Fare Structure \$6.00 round within Dover Philadelphia City Limits \$8.00 Round Trip anywhere in Tuscarawas County Rate Varis for out of County
Number of full time & part time drivers 3 full time 0 part Time	Number of full time & part time schedulers/ dispatchers 9 full time	Revenue Source Most Recent FY Federal Assistance State Assistance Contract Service
Donation Accepted NA		Total Annual Transportation \$1.1 M

Alternative Active Transportation

Transportation Option: Rural Public Transportation
Name of Transportation Option: Access Tusc Transit
Availability: Monday- Friday 6 AM to 6 PM / Saturday 6 AM - 2 PM
Cost: \$3 each way within Dover/ New Philadelphia city Limit. \$4 one way within Tuscarawas County. Out of county rate varies.
Usage: Local
Service Area: Tuscarawas County and within 150 miles of zip code 44663 in the state of Ohio.

Technology

Agency Name Access Tusc	Name of Scheduling Software CTS	Do you have an app for Transportation No
Name of Dispatching Software CTS Tripmaster		AVL sytem/ GPS Yes

Community Support

Assessment of Community Support for Transit Mobility Management

Safety

Number of Vehicles 14
Inspection Pre and Post Trips by Driver Preventative Maintenance Annual Inspections Annual Inspections on Lifts

Organizational Characteristics for Agency: Steel Valley RTA



Transportation Service Characteristics

Agency Name Steel Valley RTA	Name of the Program Steel Valley RTA	Mode of Service Fixed Route Complementary PT	Provides Medicaid-Eligible Trips No
Days & Hours of Operation Monday – Friday 3:30 AM – 8:05 PM	Primary Funding Source 5307 Local Levy	Level of Passenger Assistance Provided Curb to Curb Wheelchair Accessible	Customer Eligibility Requirements No Age Restriction
	Training Courses Required for Driver Yes, two weeks	Service Area Steubenville Mingo Wintersville	

Transportation Related Expense

Agency Name Steel Valley RTA	Program Name Steel Valley RTA	Fare Structure \$.50 Adult /student \$.25 E&D Free for under age of 6 Free- Transfer \$20 - Half Year Pass \$40 - Yearly Pass
Number of full time & part time drivers 10 full time 5 part Time	Number of full time & part time schedulers/ dispatchers 0 full time	Revenue Source Most Recent FY Federal - \$992,880 State - \$121,393 Local Tax Levy - \$548,207 Local Farebox - \$47,715
Donation Accepted Yes		Total Annual Transportation \$1,662,480

Alternative Active Transportation

Transportation Option: Steel Valley RTA
Name of Transportation Option: Steel Valley RTA
Availability: Monday – Friday, 8 AM – 4 PM
Cost: NA
Usage: Local
Service Area: Steubenville, Mingo, Wintersville

Technology

Agency Name Steel Valley RTA	Name of Scheduling Software NA	Do you have an app for Transportation No
Name of Dispatching Software NA	AVL sytem/ GPS GPS	

Community Support

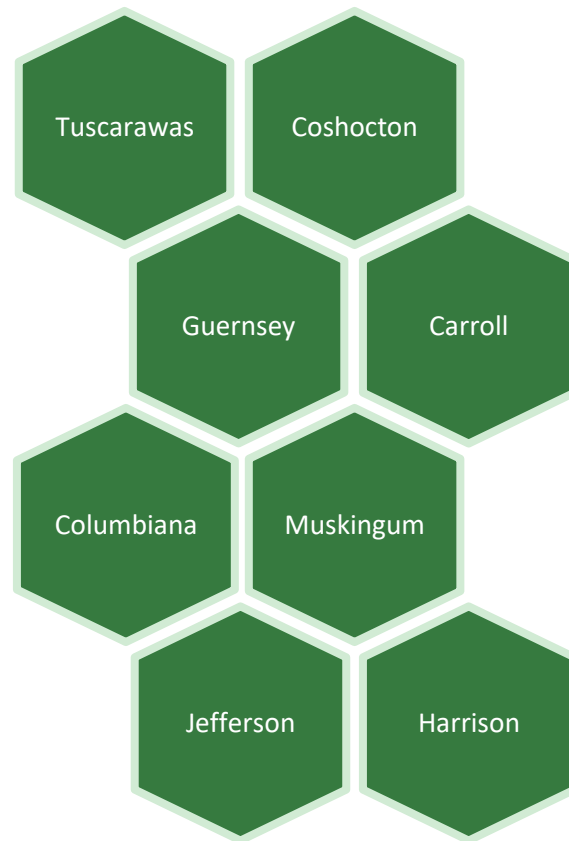
Assessment of Community Support for Transit NA
--

Safety

Number of Vehicles 14
Inspection 7.5K PM Inspection

Public Engagement Surveys

OMEGA received survey responses from local agencies across Region 9. These agencies represent a range of populations, including individuals with disabilities, older adults, and low-income residents. Each agency has unique identifiers, capturing the primary transportation needs within their respective counties. The survey results consistently revealed a strong demand for improved transportation options. Agencies noted that transportation is critical for these vulnerable groups, and there is a pressing need for more accessible and affordable services to meet their mobility requirements.



Coshocton County

Coshocton County conducted a survey with 12 questions, gathering 143 responses from the public. The survey showed that 40 respondents use public transit, while 103 do not use it. The majority of those interviewed reported that they were able to access most places, with 123 people confirming this. A significant number of people also reported being unable to access services, as 12 respondents stated they could not access public services within the county, and 6 were unable to reach medical services.

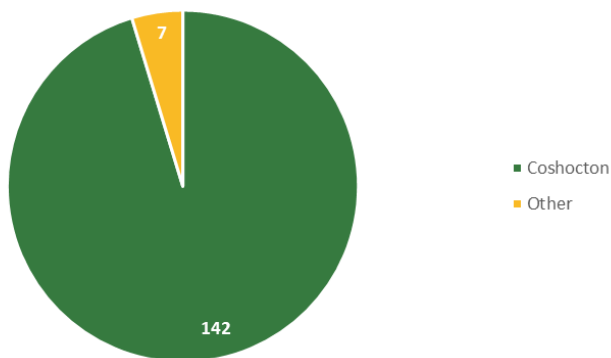
Furthermore, the survey included questions about the need for mobility devices, driveways, sidewalks, ramps, the lack of public benches, and the need for a travel companion. One of the questions focused on the core trips for which public transportation is used. The results showed that medical appointments were the highest use, followed by shopping. Eighteen respondents mentioned employment as their main reason for using public transit, while 52 indicated that they do not use public transit at all.

When asked about the main reasons for using public transit instead of driving themselves or having someone drive them, 19 respondents stated that they do not have a driver's license, while another 19 stated they did not want to bother others by asking for a ride. Additionally, 12 people reported not owning a vehicle, and 11 mentioned they cannot drive.

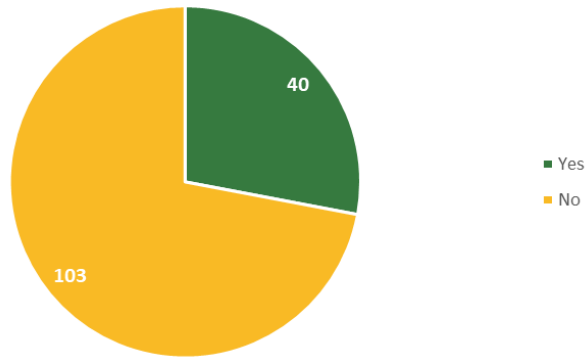
The survey also asked how the lack of public transportation would affect their quality of life, and 36 respondents said it would have an impact, which was significantly higher than the 20 people who felt it would not affect them. Finally, 13 people expressed interest in having mobility managers reach out to assist them in learning more about transportation options.

The twelve survey questions and their respective responses are presented below.

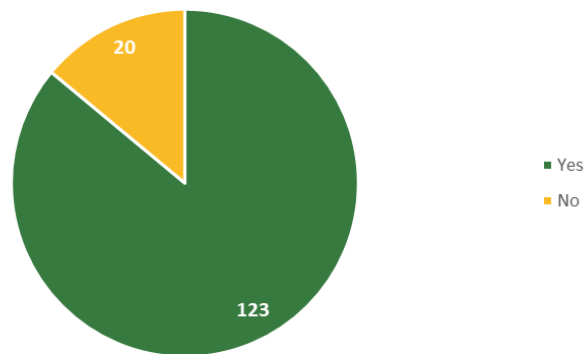
1. What county do you live in?



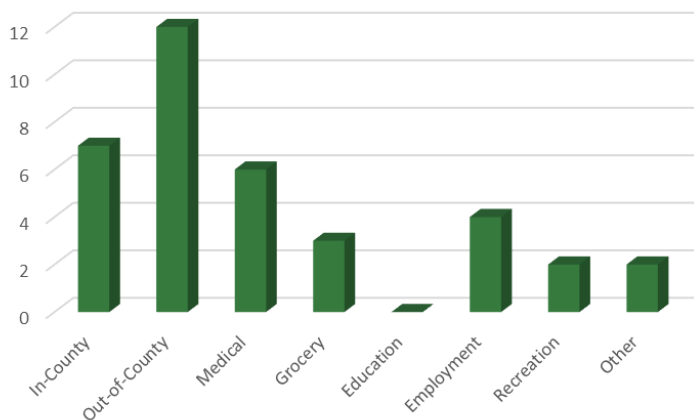
2. Do you use Coshocton Public Transit



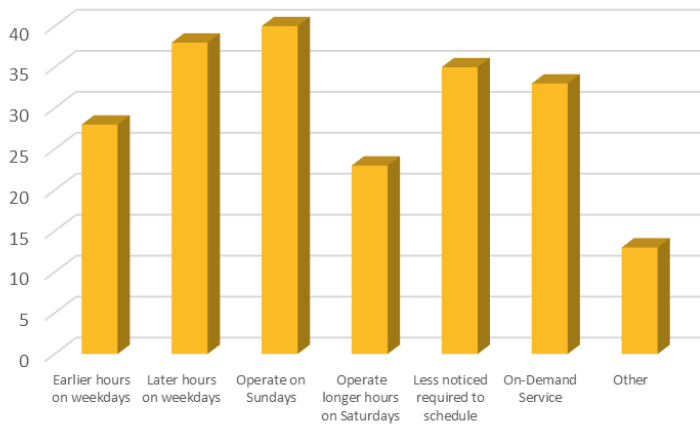
3. Are you ALWAYS able to get where you need to go?



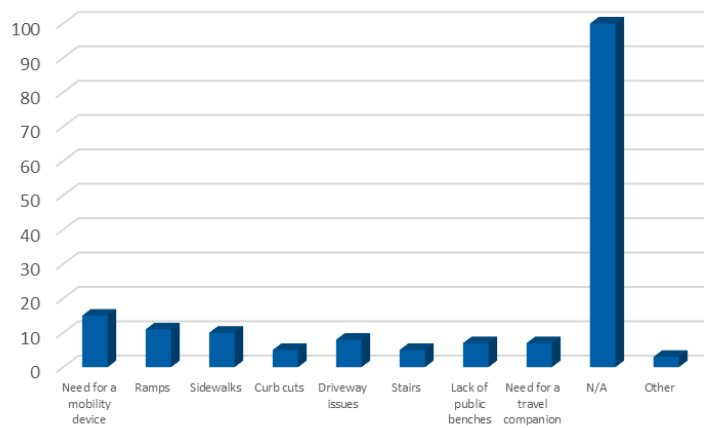
4. Where are you not able to get to?



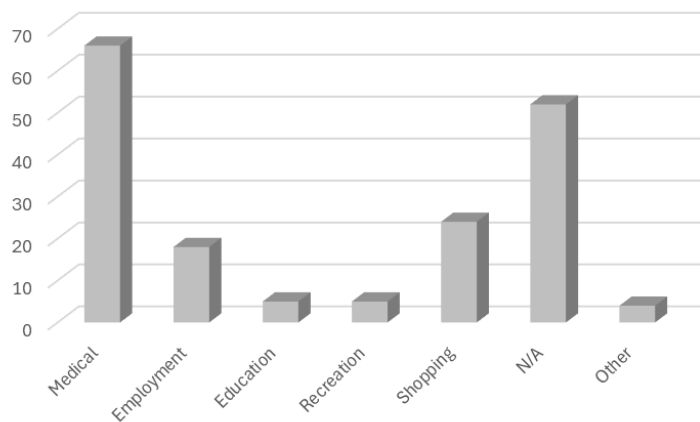
5. How can transportation be improved or what changes would you like to see?



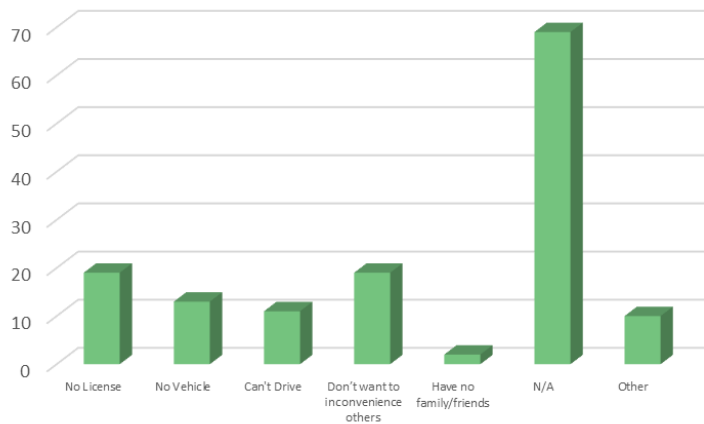
6. What barriers, if any, prevent you from accessing public transportation and/or being independently mobile?



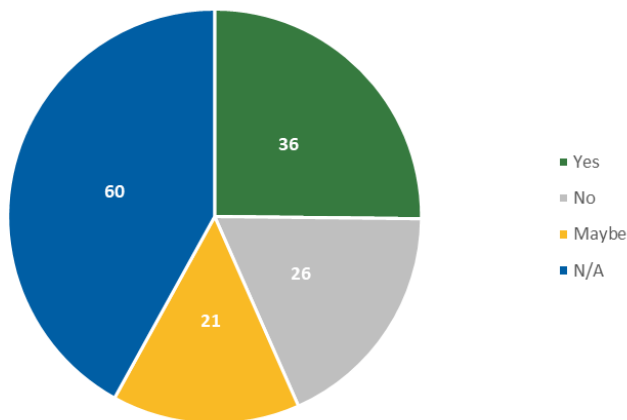
7. What is your main trip purpose for utilizing public transportation?



8. What is your main reason for using public transportation and not driving yourself/having someone else drive you?



9. Without public transportation, would your quality-of-life decrease?



10. Without public transportation, would your quality-of-life decrease?

143 responses

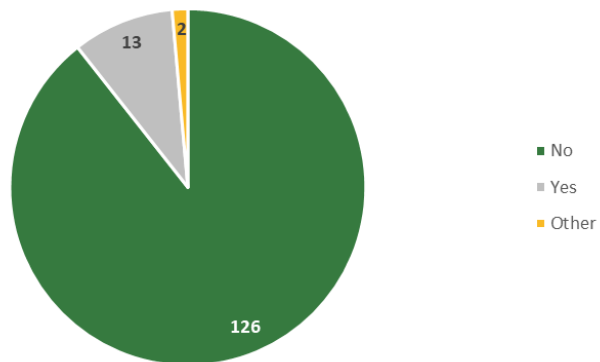


4.66 Average Rating

11. Do you have any additional comments or feedback for us?

33 responses

12. Do you have any additional comments or feedback for us?



Belmont County

The survey from Senior Services in Belmont County was conducted with a response rate of 116 senior individuals. It highlights the disparities in transportation access. While 71.6% of respondents reported having reliable transportation through oneself or family/friends, a considerable 74.1% lack access to transit services. These findings underscore a critical gap in public transportation. Additionally, 28.4% of the respondents rely on the SSOBC for non-emergency medical transport (NEMT), indicating that vulnerable populations, such as seniors and those with medical needs, are particularly affected. Only 9.5% of the respondents reported paying for other transportation, suggesting that affordability might also be a limiting factor. These results emphasize the need for targeted solutions to improve transit availability and accessibility, particularly for those with limited or no access to transportation services.

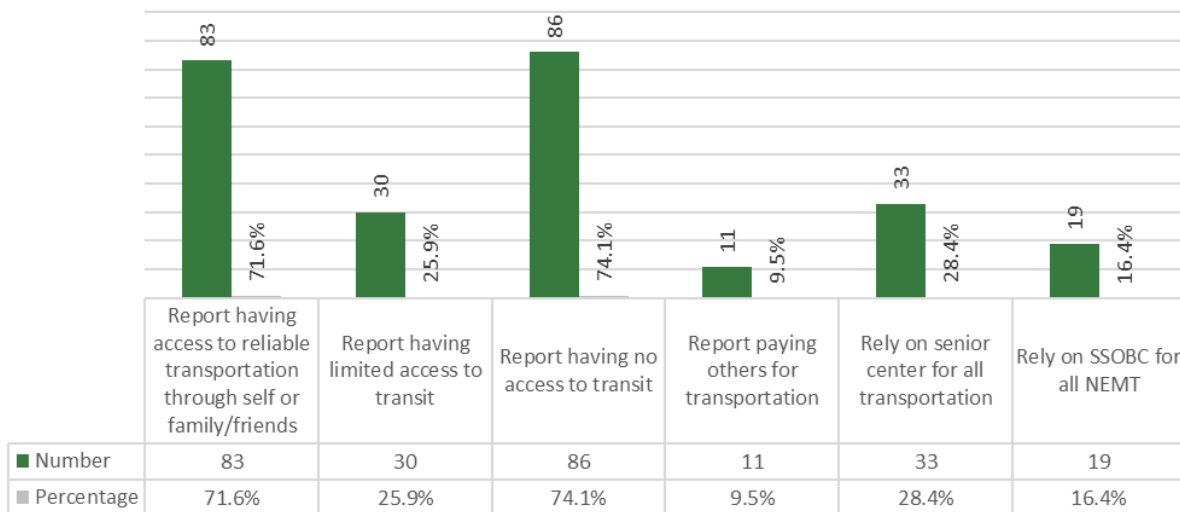


FIGURE 39 – BELMONT COUNTY SURVEY RESULTS

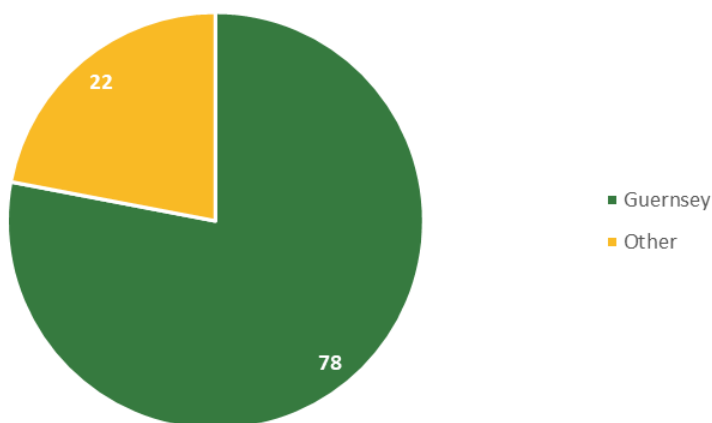
Guernsey County

The survey results, conducted by the Guernsey County Mobility Manager, were gathered from senior individuals and highlight disparities in transportation access. A total of 21 questions were posed. The first question asked respondents how often they use public transportation. Nine individuals reported using public transit more than once a day, which was more than those who reported not using it at all. The second question asked whether respondents were able to get to the places they needed to go. Most of the respondents answered "yes," indicating that they are generally able to reach their destinations using public transportation. However, the third question addressed what locations respondents are not able to access. For those who answered "no" to the previous question, the main challenges identified were out-of-county medical appointments, employment, and grocery stores.

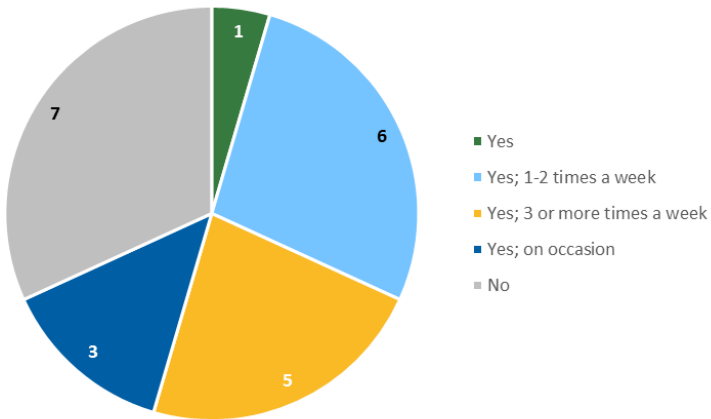
Based on the survey responses, most participants use public transportation to some degree. One person reported using it regularly, while others use it two or three times a week. A few respondents mentioned they use public transportation occasionally. However, seven individuals indicated that they do not use public transportation at all. This suggests that while most people engage with public transit on a regular or occasional basis, a small portion of the group does not rely on it at all.

Notable results from the survey are presented below.

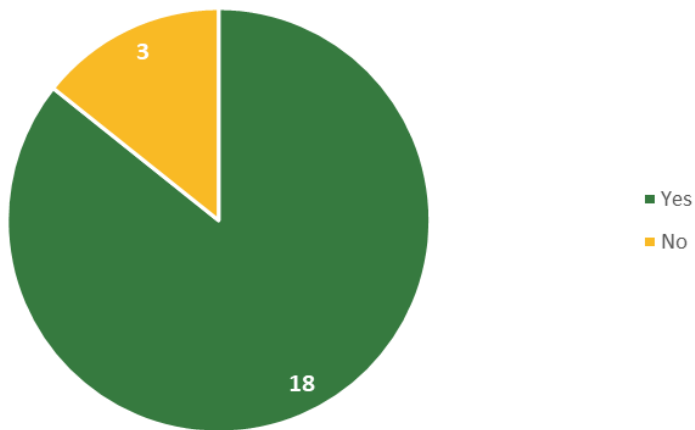
1. What county do you live in?



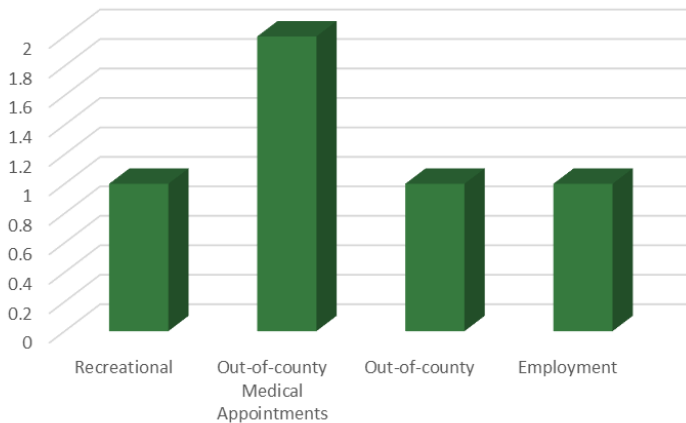
2. Do you currently use public transportation?



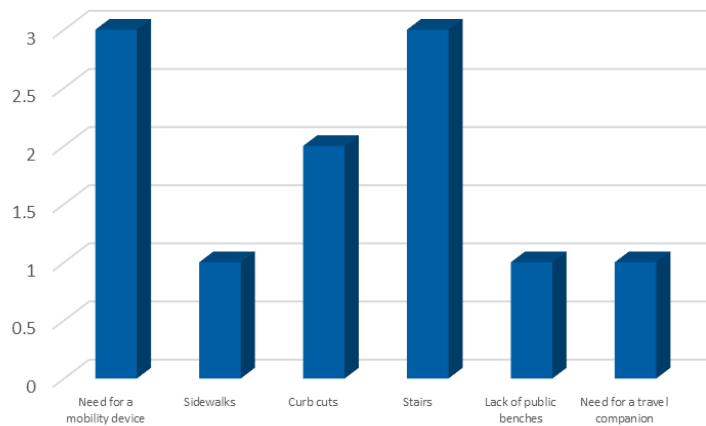
3. Are you always able to get where you need to go?



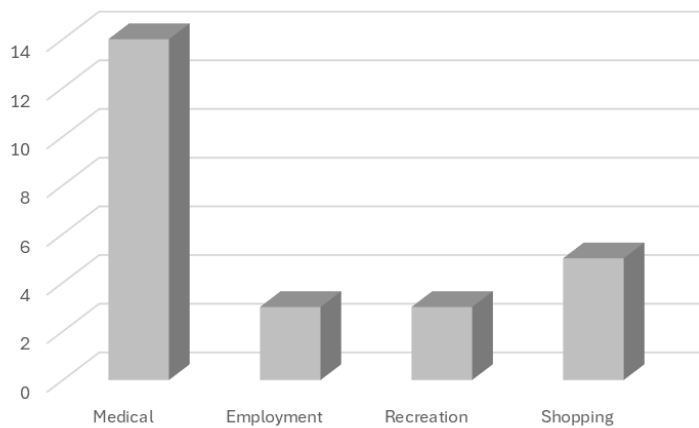
4. Where are you not able to get to? Select all that apply.



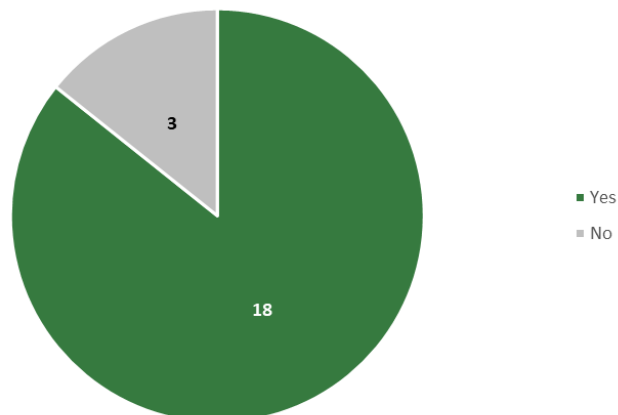
5. What barriers prevent you from accessing public transportation or being independently mobile? Select all that apply.



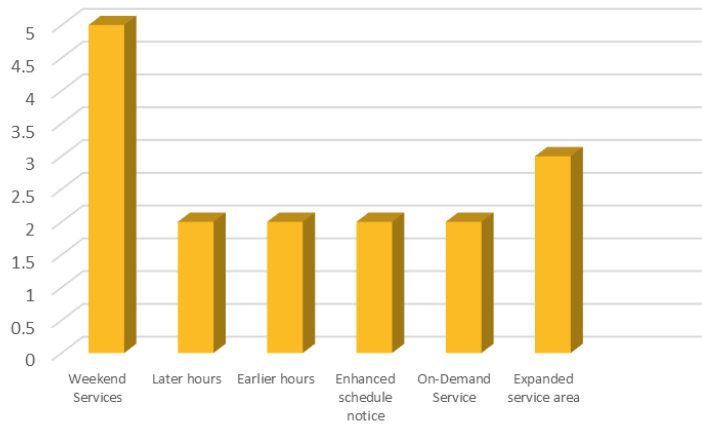
6. What do you use public transportation most frequently for?



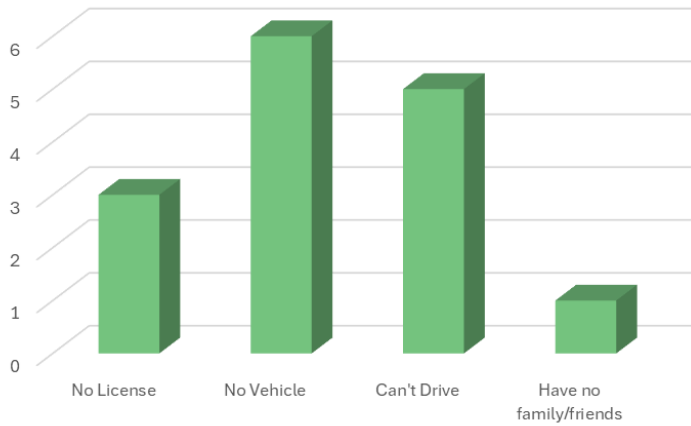
7. Would your quality of life decrease without public transportation?



8. What factors would improve local transportation services for you? Select all that apply.



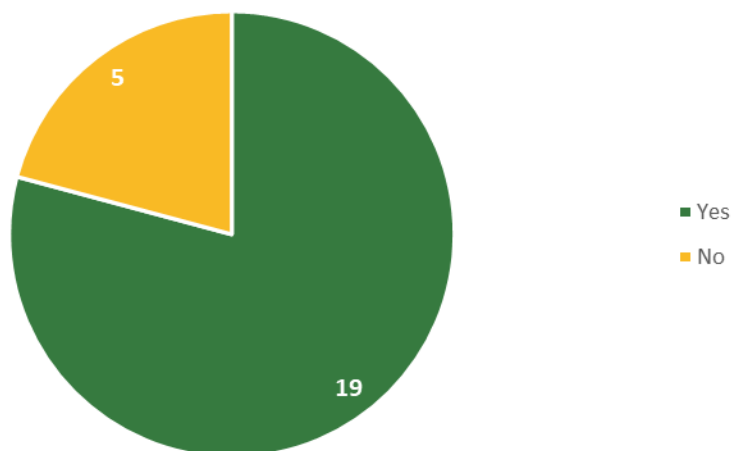
9. What is your main reason for using public transportation?



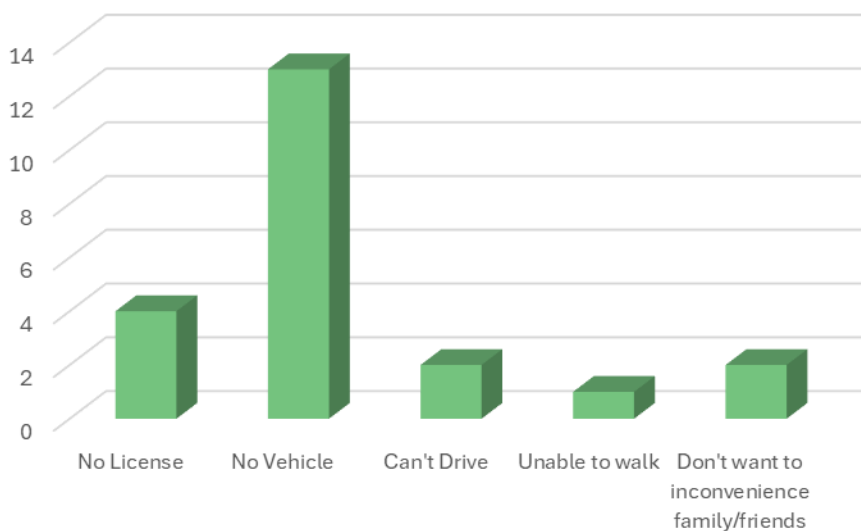
Muskingum County

Muskingum County issued a similar survey to Coshocton and Guernsey Counties. The results of this survey are summarized below.

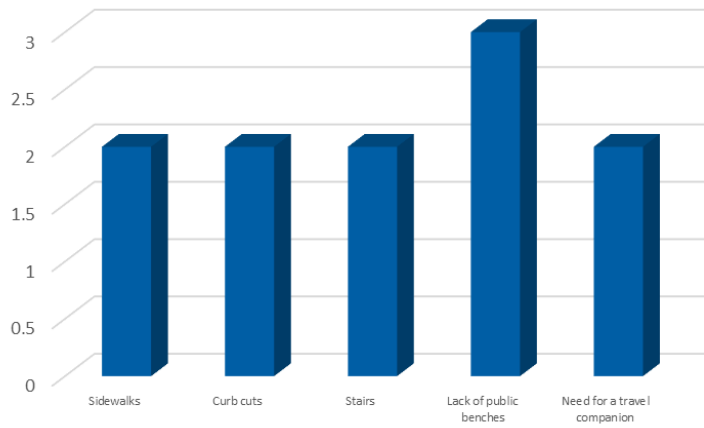
1. Are you always able to get where you need to go?



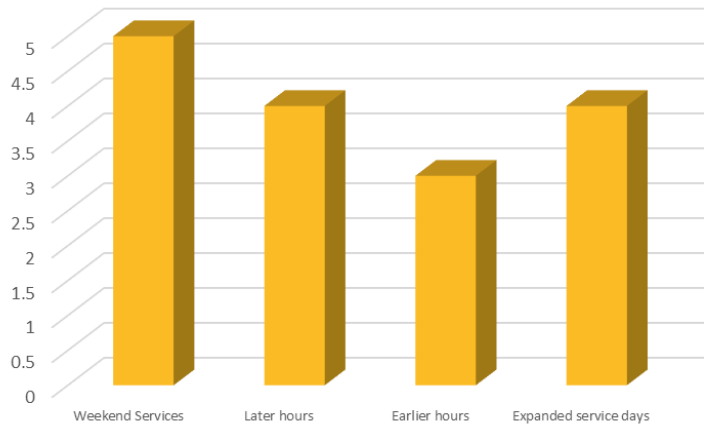
2. What is your main reason for using public transportation?



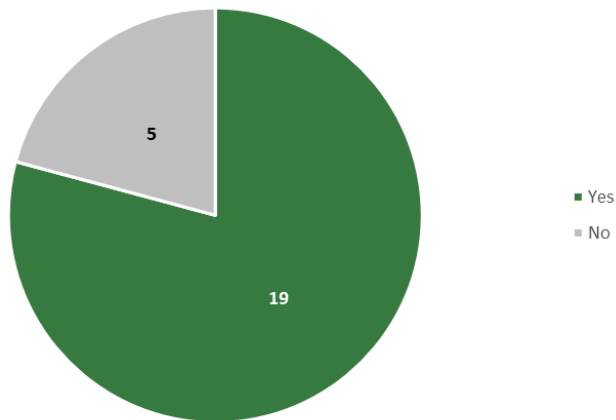
3. What barriers prevent you from accessing public transportation?



4. What factors would improve local transportation services for you? Select all that apply.



5. Would your quality of life decrease without public transportation?



Guernsey Senior Center

The Guernsey Senior Center issued a 26-question survey regarding public transportation. The results of this survey are summarized in the tables below.

(1) Question	Poor	Fair	Good	Excellent
Please rate the overall quality of the senior transportation services that you and/or your spouse receive from the Guernsey County Senior Citizens Center	0	0	7	445
Please rate the overall friendliness and professionalism of our staff and van drivers	0	0	1	450
Please rate the overall safety and operation of our senior transportation fleet & vehicles:	0	0	1	448
Please rate the overall exterior and interior cleanliness of our vehicles	0	0	1	449
Please rate the overall promptness of our drivers when picking you up or dropping you off at your preferred destination	0	0	1	450
Please rate the overall temperature comfort of our vehicles	0	0	3	448
Please rate overall seat & seatbelt comfort of our vehicles	0	0	10	441

(2) Question	Yes	No
Are you a resident of Guernsey County?	52	2

(3) Question	Cambridge	Byesville	Pleasant City	Senecaville	Other
Which Guernsey County City or Village do you live in?	343	112	22	52	23 (Freeport-2)

(4) Question	60-64	65+
Age Group	525	29

(5) Question	Male	Female
What is your gender	184	370

(6) Question	Yes	No
Do you have access to reliable car	38	516

(7) Question	Locations
(6) Please check all the places you regularly need to go	
Barber Shop/Salon	117
SEAT	15
Family	2
Senior Center	537
Department store	210
Doctor	464
Grocery Store	434
Hospital	185
Personal Business	178
Post Office	108
Recreational Activities	428
Restaurant/ Dinning	85
Therapy	282
Senior Center	318
Social Service Agency	83
Visit Family/ Friend	76
Other: Church	2
Chiropractor	34
Dialysis	52

(8) How do you get to the places (all that apply) checked in Question #6	Very Often	Occasionally	Very Seldom	Never
Public Transportation	5	1	2	546
Drive my own car	15	12	9	516
Borrow a car				554
Call a family member or friend	5	118	82	349
Walk or ride a bicycle	1	2	1	550
Using a social service transportation provider	184	3	3	204
Taxi				554
Guernsey Co. Senior Center	521	31	1	1
Society for Equal Access			1	553
United Ambulance		4	4	546
SEAT	6	10	16	515
Guernsey County Veterans	4	2	2	546
MRDD				553
Guernsey Co. Job & Family	5	8	2	539
Guernsey Co. Children Services				554

(9) Are there certain days of the week when you cannot get a ride?	Before 7am	7am to 10 am	10am to 4 pm	4pm to 7pm	7pm to 9pm	After 9pm
Monday	12	1	0	1	1	0
Tuesday	1	0	0	2	0	0
Wednesday	2	0	0	0	0	0
Thursday	1	0	0	1	0	0
Friday	2	1	0	1	0	0
Saturday	1	1	1	1	0	0
Sunday	0	72	2	0	0	0

(10) Question	Yes	No
Are you permitted or authorized to drive you own vehicle	15	539

(11) Question	Yes	No
Do you use other transportation service providers	17	537

(12) Question	Senior Center	Drive self if close, family or friends	SEAT
When you need a ride or want to go somewhere, who do you call?	527	7	20

(13) Question	Yes	No
Have you been denied a ride from us?	8	546
No driver (2), only once called for the next day appointment and there was no driver, no opening (2)		

(14) Question	Yes	No
Do you prefer to utilize transportation services provided by the Guernsey County Senior Citizens Center over any other local transportation service provider	553	1

(15) Question	Yes	No
Do you call to cancel your transportation services when you make for find other arrangements	551	3

(16) Question	Yes	No
Do you require wheelchair accessible transportation?	175	379

(17) Question	Yes	No
Do you require ADA special assistance and/or assistive services or devices when being transported	1	553

(18) Question	Church	Weekend/ Sunday	Evening	On Call/On Demand (Private Driver)
What transportation services are not currently available in Guernsey County that you believe would better meet your transportation needs for you personally	285	210	54	242

(19) Question	
Please tell us what you like the most about our transportation services	
Everything	448
Staff	347
Always Early /prompt	225
Kindness, very helpful, safe	342
Take people where they need to go, friendly	500
Nice staff	134
Excellent service, very convenient -sure help me a lot	

(20) Question	
Please tell us what you like the least about our transportation services	<ul style="list-style-type: none"> • Unable to get to and from church on Sunday. • No weekends (Sundays) • no regular van/pickup hours • Don't run on weekends, there are times when not enough drivers are available to meet my appointment needs

(21) Question	Yes	No
Are you aware that all services provided by the Guernsey County Senior Citizens Center are offered to older adults at least 60 years of age who are a resident(s) of Guernsey County and have an established transportation need are provided on a "donation only" basis, whereby seniors will not be denied services based upon their ability or inability to make a donation?	551	3

(22) Question	Yes	No
Would you utilize our vans on Sunday to and from church if a new transportation service were to be offered or was made available on a limited basis?	325	229
Wesleyan Solid Rock Church, Old Washington United Methodist (just a ride in the morning), Christ Global Methodist Church, Kingdom Hall of Jehovah Witness, Christ Our Light Parish		

(23) Question	Yes	No
Do you like speaking with one of our local employees?	552	2

(24) Question	Yes	No
Would you rather call a dispatcher located outside of our area to arrange your transportation needs?	1	553

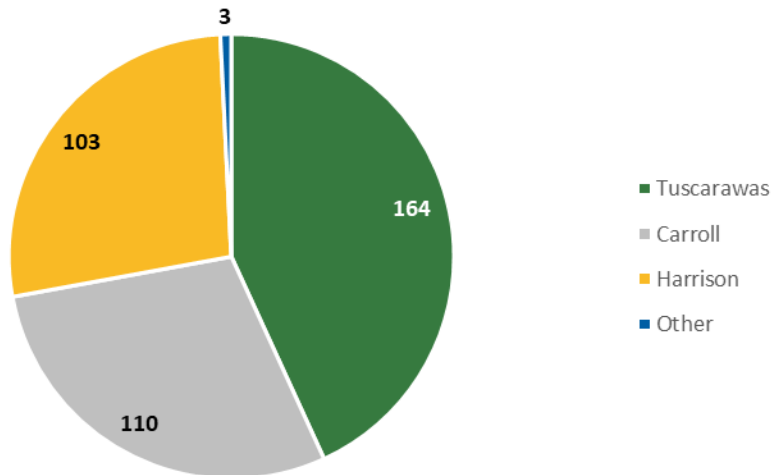
(25) Question	
What other locations or destinations outside of Guernsey County would you like to see us provide transportation services to/from?	Steubenville, New Philadelphia, Coshocton, Zanesville (23), Columbus, Cleveland, St. Clairsville, Caldwell, Barnesville

(26) Question	
<p>Additional comments/suggestions/improvements opportunities:</p>	<ul style="list-style-type: none"> • I appreciate all the services available • Please continue this helpful service that allows area seniors options for care and social connections • I feel that you do an excellent job please continue your wonderful service to our county and community • I appreciate all the services greatly • I appreciate everyone there at senior citizens so much, excellent service and workers • Everything is great • You folks do a great job. Thank you. • I dislike using SEAT and prefer transport with the Senior Center. The drivers are much more friendly and helpful at the senior center. • I am glad I can still call and talk to a person at the Senior Center. I do not like anything technological or too complicated to reserve a ride. • I don't use a computer and don't have internet, so it's nice to be able to call locally to get a ride when I need one. • I wish there was a service to take me to church on Sundays. • I would hate to see the senior center ever loose the transportation program. It's my lifeline to the doctor, grocery store, pharmacy, and wherever I need to go. Thank you! • I love the "hallway to hallway" help I get. Your drivers are outstanding. • SEAT charges too much and it's too expensive. • The ability to go to the doctor (out of the country) has been a blessing. • I don't know what I would do if you quit offering transportation to Muskingum County. • Life saver! Love the Senior Center's programs and services. • Gas is so expensive, and I no longer drive. It's nice I can rely on the senior center to take me where I want to go versus my family. • I simply could not get to my dialysis appointments without the Senior Center. • Two times SEAT has not shown up and I quit using them. I only use the Senior Center's transportation. They do a nice job. • More frequent reminder calls about scheduled pickups would be helpful. • I am so thankful for this program!

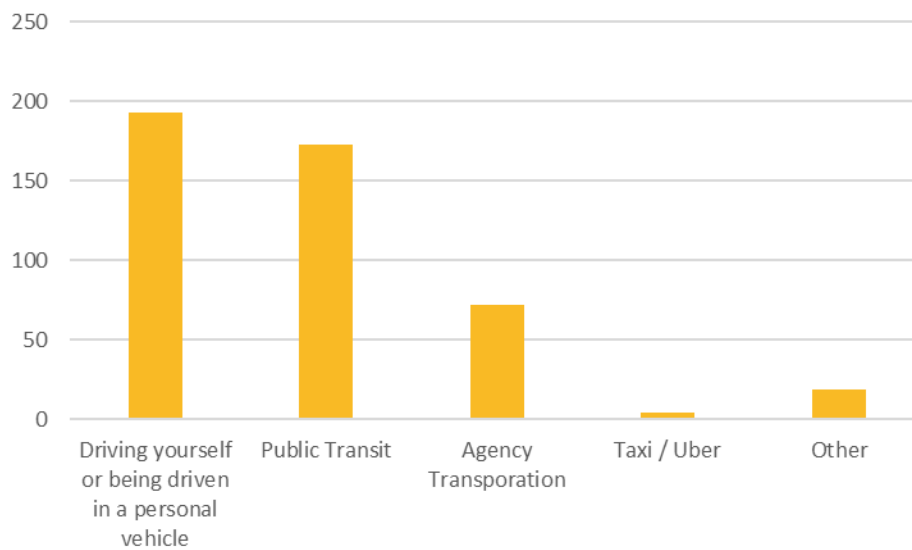
Harrison, Carroll, and Tuscarawas Counties

The counties of Harrison, Carroll, and Tuscarawas also issued a survey, with results as follows.

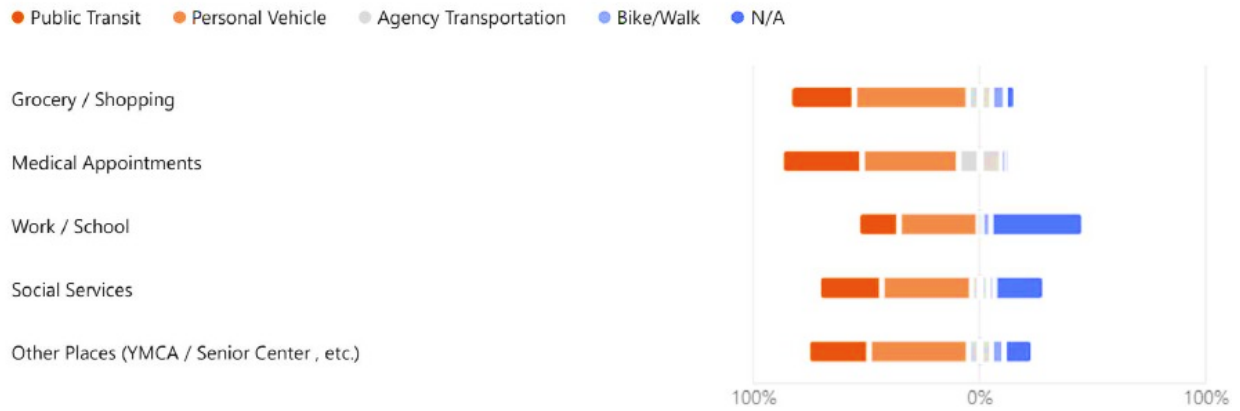
1. What county do you live in?



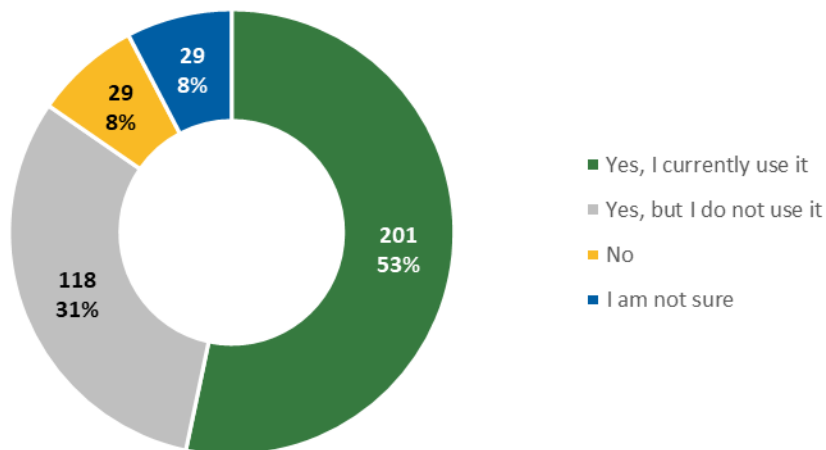
2. What type of transportation do you use in a typical year?



3. What is the primary way you reach the following locations? Choose the most used, if you use more than one way.



4. Are you aware of public transportation or senior transportation available in your county?



Trips In and Out of County

Coshocton County

The graph depicted in Figure 40 tracks the areas where people travel in and out of Coshocton County, with the highest number of individuals visiting kidney care in Coshocton (943). The second largest group visits Walmart (733), followed by 634 who go to the Fuse Network. Additionally, 453 people visit Zanesville Treatment Services, and 272 travel to Genesis Hospital; while the lowest number, 244, travel to Zanesville to visit the Genesis Physician Pavilion. The in-and-out-of-county data is unique because it highlights the major trips divided between two counties: Coshocton and Zanesville.

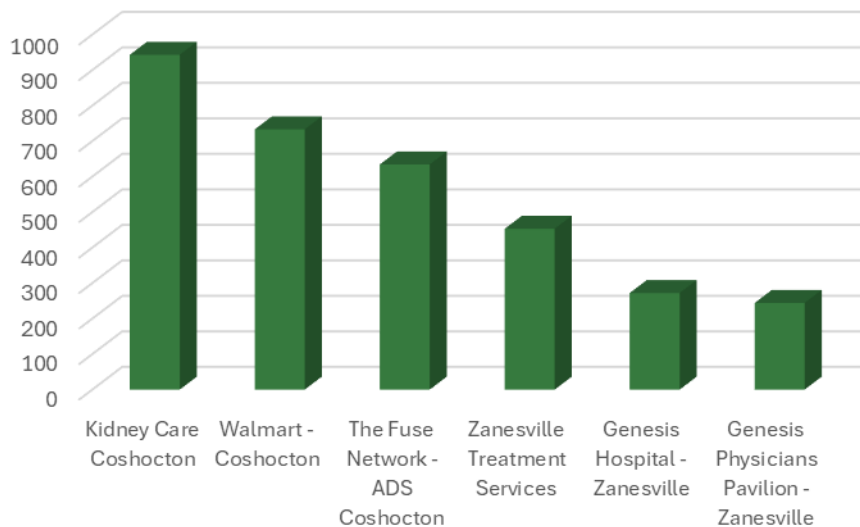


FIGURE 40 – TRIP DESTINATIONS IN AND OUT OF COSHOCTON COUNTY

Senior Center of Belmont County

Table 4 reflects the most visited in-county locations currently using public transportation. The list includes Davita Dialysis in Bridgeport, Davita in St. Clairsville, and the St. Clairsville Health Center, all of which are in Belmont County. As for out-of-county locations, people visit places such as West Virginia University in Wheeling, Retina Vitreous Consultants in West Virginia, and the Wheeling Clinic. Additionally, when it comes to human services, people also visit the Social Services Community Action Commission of Belmont County in St. Clairsville.

TABLE 4 – TRIP DESTINATIONS IN AND OUT OF SENIOR CENTER (BELMONT COUNTY)

In County	Out County
Davita Dialysis, Bridgeport	WVU Wheeling Hospital, WV
Davita in St. Clairsville	Retaining Vitreous Consultant, WV
St. Clairsville Health Center	Wheeling Clinic, WV
Social Services Community Action Commission of Belmont County (CAC) in St. Clairsville	

Steel Valley Regional Transit Authority

The table below captures the most visited in-county locations currently using the Steel Valley Regional Transit Authority in Steubenville. These locations are Devita, Trinity, and Walmart. For out-of-county locations, the most common location is Weirton, West Virginia, and includes Weirton Medical Center, Lee Eye Center, and Valley Foot and Ankle Center. The Steel Valley Regional Transit Authority, Human Services, Community Action Council, Jefferson Metropolitan Housing Authority, and Job and Family Services are also mentioned. It appears that people are also utilizing the Housing Authority for their Section 8 vouchers.

TABLE 5 – TRIP DESTINATIONS IN AND OUT OF COUNTY BY STEEL VALLEY REGIONAL TRANSIT AUTHORITY

In County	Out county
Davita Dialysis	Weirton Medical Center
Trinity West Medical Pavilion	Lee Eye Center
Walmart	Valley Foot and Ankle Care
Human Services: 1-Community Action Council. 2- Jeff, City. Dep. Job and Family Service. 3-Jeff.Metro. Husing Authority.Section8	

Guernsey County Senior Center

The table below shows that the most visited in-county locations currently using the Guernsey County Senior Center services are older adults. The most common in-county transport from the Senior Center is to Innovation Renal Care Kidney Care, Walmart, or MVHC Medical Center in Cambridge, Ohio. For out-of-county locations, the visits are to Genesis Pavilion, Genesis Cancer Care Center, and Genesis Center of Surgical Excellence – all in Zanesville, Ohio. The Guernsey County Senior Center Human Services include the Guernsey County Senior Citizens Center, Guernsey County Department of Job and Family Service, and Medical Associates, and they are all located within Cambridge, Ohio.

TABLE 6 – TRIP DESTINATIONS IN AND OUT OF SENIOR CENTER (GUERNSEY COUNTY)

In County	Out County
Innovation Renal Care Kidney Care	Genesis Pavillion
Walmart	Genesis Cancer Care Center
MVHC	Genesis Center of Surgical Excellence
Human Services: 1 - Guernsey Co. Senior Citizen Center 2 - Guernsey Co. Dept. Job and Family Services 3 - Medical Associates	

Belmont County

Belmont County is utilizing current services for its older adult riders through the Senior Services of Belmont County. These services transport older adults to several locations within the county, including Barnesville, Bellaire, Centerville, Colerain, Flushing, Glencoe, Lansing, Martins Ferry, Powhatan, and St. Clairsville. Additionally, there are only two services available for out-of-county transportation: the Ohio Valley/Eastern Ohio Regional Transportation Authority (EORTA-OVRTA) and the Reynolds DMV Route.

TABLE 7 – TRIP DESTINATIONS IN AND OUT OF BELMONT COUNTY

In County	Out of County
Barnesville - Senior Service of Belmont County	EORTA-OVRTA System Map Reynolds DMV Route
Bellaire - Senior Service of Belmont County	
Centerville - Senior Service of Belmont County	
Colerain - Senior Service of Belmont County	
Flushing - Senior Service of Belmont County	
Glencoe - Senior Service of Belmont County	
Lansing - Senior Service of Belmont County	
Martin Ferry - Senior Service of Belmont County	
Powhatan- Senior Service of Belmont County	
St. Clairsville- Senior Service of Belmont County	

Tuscarawas County

The data reveals an inclusive public transportation system that allows people to access services in Tuscarawas County. Individuals are utilizing services in the county, such as Cleveland Clinic, Union Hospital, Trinity Twin City Hospital, and Giant Eagle, particularly in relation to Human Services and Healthplex. Currently, no transportation options are available for those outside the county.

TABLE 8 – TRIP DESTINATIONS IN AND OUT OF TUSCARAWAS COUNTY

In County	Out of County
Cleveland Clinic Union Hospital	No Transportation for an out of county
Trinity Twin City Hospital	
Giant Eagle	
Human Services: HealthPlex	

Access Tusc

The table notes that Access Tusc riders are mainly visiting DaVita Dialysis, Cleveland Clinic Union Hospital, and Buehler's Grocery. On the other hand, out-of-county riders are traveling to Autumn Hospital, Cleveland Clinic Mercy Hospital, and the Cleveland Clinic Main Hospital in Cleveland. Access Tusc is primarily serving locations in Cleveland and Canton, Ohio.

TABLE 9 – TRIP DESTINATIONS IN AND OUT OF COUNTY BY ACCESS TUSC

In County	Out of County
DaVita Dialysis	Aultman Hospital
Cleveland Clinic Union Hospital	Cleveland Clinic Mercy Hospital
Buehlers	Cleveland Clinic Main

SEAT

The table shows that SEAT primarily transports riders to Pinnacle Treatment Services, Genesis Hospital, and Muskingum Valley Health Center. Similarly, for out-of-county trips, SEAT riders mainly use transportation to visit The Ohio State University Medical Center in Columbus, Ohio. When it comes to human services, they also use transportation to Pinnacle Treatment Services, Genesis Hospital, and Muskingum Valley Health Care Center.

TABLE 10 – TRIP DESTINATIONS IN AND OUT OF COUNTY BY SEAT

In County	Out of County
Pinnacle Treatment Service	Pinnacle Treatment Services
Genesis Hospital	Ohio State Medical Center, Columbus
Muskingum Valley Health Care Centers	Genesis Hospital
Human Services: 1-Pinnacle Treatment Services 2- Genesis Hospital 3- Muskingum Valley Health Care Center	

In addition to identifying needs, the Regional Coordinated Council gathered information from stakeholders and used their own professional experience to identify challenges to providing coordinated transportation services. These challenges include the following:

- Limited Funding
- Local Match
- Limited Resources/Technology
- Limited Broadband Service
- Insufficient Marketing
- Outreach to Public
- Incompatible Technology among Agencies
- Trip Duplications
- Transportation Service Provider Barriers/Limitations to Serve Public
- Trip Denials
- Eligibility Requirements
- Maintaining Qualified Drivers
- Sustainable Staff Size
 - Drivers
 - Schedulers
 - Dispatchers
- Trip Billing Across the Region
- No Set Fees for Out-of-Region Trips
- Transportation Across County Borders
- Each County Department of Jobs & Family Services Operate Independently
- Local Hospitals Closing
- Lack of consistent policies across all agencies, such as for no-shows or denials

Figure 41 illustrates the findings of the SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis that was completed during the Inaugural Regional Coordinated Council meeting. It also includes the Unmet Needs that the council revealed and how they relate to both the weaknesses and the threats that pertain to the region. The Goals and Strategies relate to the points that were developed in the strengths and opportunities within the analysis.



FIGURE 41 – SWOT ANALYSIS FINDINGS

IV. Goals and Strategies

Developing Strategies to Address Gaps and Needs

Strategies for improving transportation for the ten-county OMEGA Region should address the service gaps and user needs identified in this plan if they are to be effective. As described, the gaps and unmet needs were based on information obtained from geographic analysis, the attendees participating in the meetings, and responses to the public survey.

Based on information gathered throughout the planning process, OMEGA and the Regional Coordinated Council developed the following strategies to address the gaps and unmet transportation needs. Priority levels are assigned by considering the primary funding sources that could be available to support plan implementation, compared to the importance of meeting this unmet need expressed by the public and stakeholders. Not all strategies are activities specifically eligible for funding under the existing programs, nor is it guaranteed that enough funding will be available to achieve every strategy identified. In addition, the local stakeholders will need to provide support and commit to pursuing the strategies if they are to be accomplished.

Below is an outline describing the prioritized strategies, for the region and by county, to address each of the identified unmet transportation needs and gaps in service. This will be followed by ongoing collaboration efforts within the region, followed by a summary table of the projects submitted by transportation service providers. Lastly, this will conclude with a summary of success stories that have been shared since the regional planning efforts began by stakeholders coordinating regional transportation.

Regional Goal #1:

To Maintain and Expand Transportation Services and Options.

Need(s) Being Addressed:

1. More Weekend Service
2. More Travel Service & Payment Options
3. Expand Other Types of Transportation Service
4. Improve & Increase Bus Service
5. Expand Non-Medicaid Service Hours
6. Offer Transfers & Improve City Connections
7. Increase Medical Transportation Outside County & State
8. Easy Fare/Rate for Low Income Individuals for Regional Mobility
9. Simplify Public Information (i.e. brochures)
10. Local Area Hospitals Closing Causing Longer Trips for Providers and Patients
11. More Frequent Trips
12. Evening Transportation Service
13. Transportation To and From the Akron/Canton Airport
14. Bus Stop Shelters
15. Day & Seasonal Passes

Strategy 1.1:

Extend service hours of transportation service providers and human service agencies to supplement necessary trips, maybe more on-demand.

Strategy 1.2:

Increase marketing and advertising of transportation services, especially in conjunction with the Mid-Ohio Mobility Solutions.

Strategy 1.3:

Coordinate affordable rates for the public who use transportation services in the region.

Strategy 1.4:

Continue regional and local coordination of transportation service providers, human service agencies, and other participating stakeholders.

Timeline for Implementation: Duration of the Plan Implementation

Action Steps:

1. Regional Coordinated Council Quarterly Meetings
2. Continue Monthly/Bi-monthly Mobility Manager Meetings
3. Standardize Fares across all counties
4. Outreach to Regional Stakeholders, Especially Medical Providers
5. Increase Marketing and Advertising of Transportation Services
6. Regional Mobility Manager Coverage – All Counties
7. Increase Wages and provide Better Conditions for Drivers
8. More fixed routes/shuttles for weekend and evening service
9. Issue regionwide transportation pass (Universal Traveler's Card)
10. Central Regional Training for Transportation Service Provider Certifications/Recertifications

Parties Responsible for Leading Implementation:

- SEAT
- CAAofCC
- Guernsey County Senior Center
- OMEGA

Parties Responsible for Supporting Implementation:

- ODOT Office of Transit
- Tuscarawas County JFS
- Tuscarawas County Senior Center, Mobility Manager
- National Church Residences

Resources Needed:

- Central Meeting Location
- Conference Call Software
- Cost-Allocation Model

Marketing/Advertising Funds & Materials

- Statewide Mobility Managers Program Information
- Operating funds for driver's wages
- Annual/Quarterly Origin-Destination Data
- Fixed Route Maps
- Universal Scheduling Software
- Vehicle Replacement Plan
- Best Practices on Traveler Identification Cards

Potential Cost Range: Total Projects Cost Estimate: \$5.6 million

Potential Funding Sources: ODOT 5310/5311, Local Match, Revenue Sources, Levy

Performance Measures/Targets:

1. Measure – Number of Regional Coordinated Meetings
 - a. Target – Minimum of four meetings annually (one each quarter)
2. Measure – Number of Mobility Manager Meetings
 - a. Target – Minimum of six meetings annually (bimonthly meetings)
3. Measure – Cost-Allocation Model Test
 - a. Target – Minimum of three Transportation Service Providers Volunteer
4. Measure – Involve Medical Providers (Hospitals and Clinics) on the Regional Coordinated Council that Transportation Providers Frequent
 - a. Target – All Medical Providers Located in the Region
 - b. Target – At least one Major Medical Provider from each Out-of-Region City (Columbus, Akron, Cleveland, Canton, Youngstown, Pittsburgh, Wheeling)
5. Measure – Marketing and Advertising of Transportation Service Providers
 - a. Target – 90% of Transportation Service Providers Advertised in Region
6. Measure – Fixed or Deviated-Fixed Route Services in All Counties in the Region
 - a. Target – Develop Fixed or Deviated-Fixed Routes in counties that currently don't have any to assist with local trips
 - b. Target – Carroll, Coshocton, Harrison, Holmes, and Tuscarawas Counties
7. Measure – Develop and distribute a region Universal Traveler's Card for the public
 - a. Target – Research three Best Practices on how best to implement this resource
 - b. Target – Pilot 100 people from the public, 10 from each county, on positives/negatives
 - c. Target – Develop a Cost-Benefits Analysis for implementing this card
8. Measure – Annual Centralized Workshops Training Certifications for Regional Transportation Providers
 - a. Target – Minimum of one Regional Safety Training Workshop
 - b. Target – Minimum of one Regional Vehicle Maintenance, Inspection, ADA, Safety Equipment, and Communications Training Workshop
 - c. Target – Minimum of one Regional Employment Screening and Testing (Random, Post-Accident, Suspicion) Training Workshop
 - d. Target – Minimum of one Regional Employee Criminal History, Driver's License Record, and Abuse Registry Check Training Workshop

Regional Goal #2:

To Ensure and Increase Equity, Access, Inclusiveness, and Safety in Transportation Services and Options.

Need(s) Being Addressed:

1. Offer Transfers & Improve City Connections
2. Increase Medical Transportation Outside County & State
3. Easy Fare/Rate for Low-Income Individuals for Regional Mobility
4. Simplify Public Information (i.e., brochures)
5. Local Area Hospitals Closing Causing Longer Trips for Providers and Patients
6. Transportation to and from the Akron/Canton Airport
7. Day & Seasonal Passes

Strategy 2.1:

Cost-allocation, billing, and rates between transportation service providers and human service agencies.

Strategy 2.2:

Utilize and implement a common scheduling technology to be used throughout the region.

Strategy 2.3:

Coordinate and continue regular quarterly meetings and conference calls/webinars for the Regional Coordinated Council, Regional Coordinated Planning Committee, and Regional Mobility Managers.

Strategy 2.4:

Meet with each county Department of Jobs & Family Services individually and as a group.

Strategy 2.5:

Produce and provide a Hot-Spot Analysis of major trips and destinations in and out of the region on an annual basis.

Strategy 2.6:

Establish a committee to develop Best Practices & Memorandums of Understanding (MOUs) for the Region.

Timeline for Implementation: Duration of Plan Implementation

Action Steps:

1. Analyze Cost-Allocation Model Testing Results
2. Council Decision on Scheduling Software for the Region
3. Continue Regional Coordinated Planning Committee (RCPC) Meetings
4. Continue to Collaborate with Each County's Department of Jobs & Family Services
5. Create Map with Annual Origin-Destination Data from Transportation Service Providers
6. Steer the RCPC to draft Best Practices and MOU's for the Region
7. Continue to increase regional call center calls month to month

Parties Responsible for Leading Implementation:

- Tuscarawas County Senior Center, Mobility Manager

- CAAofCC
- SEAT
- OMEGA

Parties Responsible for Supporting Implementation:

- ODOT Office of Transit
- Guernsey County Senior Center
- The ABCD, Inc.
- Tuscarawas County JFS
- SEA Inc.
- National Church Residences
- PrimeTime Office on Aging

Resources Needed:

- Cost-Allocation Model Results
- Scheduling Software Quotes
- Conference Call Capability/Meeting location for RCPC
- JFS Meeting Locations
- JFS MOU for Plan Implementation
- GIS Maps for Annual Origin-Destination Data
- Transportation Service Provider Partnerships & Collaboration
- Medicaid Policy Change
- Medicaid Billing Change

Potential Cost Range: Total Projects Cost Estimate Involving Goal 2: \$3.1 million

Potential Funding Sources: ODOT 5310/5311, Local Match, Revenue Sources, Levy

Performance Measures/Targets:

1. Measure – Number of Mid-Ohio Mobility Solutions Calls
 - a. Target – Increase call volume between 5-10% every month
2. Measure – Cost-Allocation Model Test Results & Analysis
 - a. Target – At least one Transportation Service Provider in each county applies results to their fares
3. Measure – Receive quotes on scheduling software for the region
 - a. Target – Survey TSPs that participate in the CTS Pilot
 - b. Target – Determine software that provides best quality and lowest costs for the region
4. Measure – Number of RCPC Meetings
 - a. Target – Four meetings annually (quarterly)
5. Measure – Produce Origin-Destination Maps Annually
 - a. Target – At least one Destination Points Map for Minimum 10 Transportation Service Providers
 - b. Target – At least one Lines Map for Minimum 10 Transportation Service Providers
6. Measure – Number of meetings with JFS in the Region
 - a. Target – Two meetings (bi-annual) with all 10 county JFS, at least one representative

Regional Goal #3:

Reduce Denials and No-Shows of the Riders that Use Transportation Services in the Region.

Need(s) Being Addressed:

1. More Travel Service & Payment Options
2. Expand Other Types of Transportation Service
3. Expand Non-Medicaid Service Hours
4. Increase Medical Transportation Outside County & State
5. Easy Fare/Rate for Low Income Individuals for Regional Mobility
6. Simplify Public Information (i.e. brochures)
7. Local Area Hospitals Closing Causing Longer Trips for Providers and Patients
8. More Frequent Trips
9. Evening Transportation Service

Strategy 3.1:

Utilize the Mid-Ohio Mobility Solutions as a tool for Transportation Service Providers and Human Service Agencies to coordinate regional trips.

Strategy 3.2:

Coordinate regional trips using scheduling technology/software between the transportation providers.

Strategy 3.3:

Communicate and coordinate with all Department of Jobs & Family Services in the region on local needs.

Strategy 3.4:

Reduce one-person vehicle trips for all transportation providers in the region by coordinating rides.

Strategy 3.5:

Share Transportation Service Provider Inventory or Scheduling Software with Medical Providers in order to schedule rides for medical appointments.

Strategy 3.6:

Establish a satellite mobility solutions center for the eastern part of the region.

Timeline for Implementation: Monthly Comparison of No-Show and Denial Statistics through Duration of Implementation

Action Steps:

1. Market to the Region and Invite All Transportation Service Providers to use Call Center
2. Establish Determined Scheduling Software for the Region
3. Gather Specific Transportation Unmet Needs & Gaps from JFS Clients
4. Encourage multiple ride trips for transportation providers
5. Share TSP Inventory with frequented Medical Providers both in and out of region
6. Research Best Practices of No-Show/Cancellation Policies
7. Develop a Region-wide No-Show/Cancellation Policy
8. Require Call-Backs from Transportation Service Providers to Riders with Scheduled Trips

9. Transportation Service Providers Host Workshops/Webinars on Strategies to Reduce Denials, No-Shows and Cancellations

Parties Responsible for Leading Implementation:

- CAAofCC
- SEAT
- OMEGA

Parties Responsible for Supporting Implementation:

- ODOT Office of Transit
- Horizons Rural Public Transportation
- Guernsey County Senior Center
- Tuscarawas County Senior Center, Mobility Manager
- The ABCD, Inc.
- National Church Residences

Resources Needed:

- Regional Coordinated Council MOU
- Simplified TSP Inventory Brochure, both paper and electronic
- Shared Rides Advertisements
- Unmet Needs & Gaps Report from 10 county DJFS
- Regional No-Show/Cancellation Policy
- Call-back policy for scheduled trips

Potential Cost Range: Total Projects Cost Estimate Involving Goal 3: \$3.1 million

Potential Funding Sources: ODOT 5310/5311, Local Match, Revenue Sources, Levy

Performance Measures/Targets:

1. Measure – Create No-Show/Cancellation Policy for Transportation Service Providers to Adopt
 - a. Target – At least one Transportation Service Provider from each County
2. Measure – Number of No-Shows/Cancellations by Transportation Service Providers
 - a. Target – Reduce Monthly No-Shows/Cancellations in region between 5-10%
3. Measure – Number of Denials by Transportation Service Providers
 - a. Target – Reduce Trip Denials 5% in region every month
4. Measure – Number of call-backs by all Transportation Service Providers
 - a. Target – Increase scheduled trips' call-backs by 50% every month
5. Measure – Regional Workshops/Webinars on Strategies to Reduce Denials, No-Shows, and Cancellations
 - a. Target – Minimum two Workshops/Webinars every year (bi-annual)

Regional Goal #4:

Cost-Effective Vehicle Replacement for all Regional Transportation Service Providers.

Need(s) Being Addressed:

1. More Weekend Service
2. More Travel Service & Payment Options
3. Expand Other Types of Transportation Service
4. Improve & Increase Bus Service
5. Expand Non-Medicaid Service Hours
6. Increase Medical Transportation Outside County & State
7. More Frequent Trips
8. Evening Transportation Service
9. Transportation To and From the Akron/Canton Airport

Strategy 4.1:

Document and log vehicle age, condition, mileage, and any other important data relating to vehicle usage on an annual basis.

Strategy 4.2:

Explore and create innovative funding options for all stakeholders involved with the regional plan.

Strategy 4.3:

Develop a timeline for vehicle replacement in order for transportation providers to better serve the needs of their service area and the region.

Strategy 4.4:

Establish minimum regional requirements for vehicles and drivers that serve the senior population and people with disabilities.

Timeline for Implementation: Annually

Action Steps:

1. Continue to log and document regional vehicle mileage, age, and condition
2. Research other funding sources for transportation service vehicles
3. Create a vehicle replacement schedule in line with ODOT 5310/5311 funding deadlines
4. Schedule 5310 Grant Application Workshop and Assistance
5. Schedule 5311 Grant Application Workshop and Assistance
6. RCPC and Mobility Managers to develop a vehicle donation and tax deduction program
7. Create specific vehicle replacement plan for regional transportation service providers
8. Document major repair costs not including routine maintenance

Parties Responsible for Leading Implementation:

- Guernsey County Senior Center
- Tuscarawas County Senior Center
- OMEGA

Parties Responsible for Supporting Implementation:

- ODOT Office of Transit
- Tuscarawas County JFS
- National Church Residences

Resources Needed:

- TSP Electronic Vehicle Document Log
- Regional vehicle replacement schedule
- Workshop location for 5310/5311 grant applications
- Webinar capabilities for 5310/5311 grant applications
- Meeting space
- Software for Rightsizing Fleet
- Transfer program for idle vehicles

Potential Cost Range: Total Projects Cost Estimate Involving Goal 4: \$2.9 million

Potential Funding Sources: ODOT 5310/5311, Local Match, Revenue Sources, Levy

Performance Measures/Targets:

1. Measure – Regional vehicle of documenting age, condition, and mileage
 - a. Target – All Regional 5310/5311 Transportation Service Providers report their fleet data annually
2. Measure – Number of workshops/webinars hosted to train Transportation Service Providers on grant applications
 - a. Target – Minimum of two workshops annually (one in person, one webinar)
3. Measure – Program for vehicle donation and/or tax deduction to save money
 - a. Target – 5% of vehicle replacements come from donations
 - b. Target – 5% of vehicle replacements have tax deductions
4. Measure – Reduce number of idle vehicles by transportation service providers in the region
 - a. Target – 25% reduction of idle vehicles by providers or donors every year

Regional Goal #5:

Increase Employment Transportation Options for Jobseekers and Employees.

Need(s) Being Addressed:

1. More Efficient Employment Transportation
2. Expand other types of transportation service
3. Offer transfers & improve city connections
4. Easy fare/rate for low income individuals for regional mobility
5. Simplify Public Information (i.e. brochures)
6. More frequent trips
7. Evening transportation service
8. Day & seasonal passes

Strategy 5.1:

Increase public education and awareness on the transportation options available for employees and job candidates.

Strategy 5.2:

Partner with local and regional businesses to track the need more efficiently for employment transportation.

Strategy 5.3:

Coordinate with job & career training centers in the counties in our region to provide reliable transportation for job seekers.

Strategy 5.4:

Establish car-share rides across age groups in the employment force.

Strategy 5.5:

Coordinate vanpools/carpools with local coordination planning teams in each county.

Strategy 5.6:

Allow sharing rides between counties.

Strategy 5.7:

Establish a Public Transit Coalition for the region.

Timeline for Implementation: Through Duration of the Plan Implementation

Action Steps:

1. Host public workshops and marketing events
2. Create regional TSP Inventory information brochures
3. Create sub-committee to track regional employee/job candidate transportation needs
4. Distribute scientific survey to partnered businesses, career training centers and university, colleges, and vocational schools
5. County coordinated planning teams coordinate carpools/vanpools with employers
6. Create a Regional Public Transit Coalition to increase reliable transportation to employers

Parties Responsible for Leading Implementation:

- SEAT
- OMEGA

Parties Responsible for Supporting Implementation:

- ODOT Office of Transit
- The ABCD, Inc.
- Guernsey County Senior Center
- Tuscarawas County Senior Center, Mobility Management
- Ohio Department of Developmental Disabilities: Employment First + Community Life

Engagement:

- SEA Inc.

Resources Needed:

- Regional Major Employer Inventory
- Marketing Materials
- Regional TSP Inventory Information Brochures – Online and Paper
- Survey Distribution Service – Online
- Public Workshop Locations
- Employer Information from Chambers of Commerce and DJFS

Potential Cost Range: Total Projects Cost Estimate Involving Goal 5: \$2.4 million

Potential Funding Sources: ODOT 5310/5311, Local Match, Revenue Sources, Levy

Performance Measures/Targets:

1. Measure – Number of Public Workshops for Employment Transportation
 - a. Target – Minimum of one annually
2. Measure – TSP Inventory Brochures
 - a. Target – Minimum of 1,000 brochures for each county
3. Measure – Number of scientific surveys distributed
 - a. Target – One Survey for every employee/job seeker
 - b. Target – One Survey for every employer

Future Project Proposals & Implemented Strategies

Transportation Service Provider Regional Projects

To begin implementation of the goals and strategies, each member of the Regional Coordinated Council was asked if there were any projects that they proposed to be eligible for future funding opportunities.

The categories of projects were separated into three categories: capital (vehicle replacement, adjustment, new vehicles, etc.), operating (services, software, technology, applications, etc.), or Mobility Management (initializing or continuing application for mobility management programs). Every project submittal required the agency name, county, service area, funding source, project name, summary, items required to implement, and a total cost estimate. Each project summary is located on the project summary form in Appendix B.

V. Resolution

A resolution accepting and approving this 2025 yearly update to this Regional Coordinated Public Transit/Human Services Transportation Plan is to be passed June 17, 2025. Resolution 2025-07 is included in Appendix C.

Appendix A:

Enhanced Mobility of Seniors and Individuals with Disabilities Program guidance and Application Instructions



U.S. Department
of Transportation
**Federal Transit
Administration**

CIRCULAR

FTA C 9070.1H

November 1, 2024

**Subject: ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH
DISABILITIES PROGRAM GUIDANCE**

1. PURPOSE. This circular is a reissuance of guidance on the administration of the transit assistance program for seniors and individuals with disabilities under 49 U.S.C. 5310 and guidance for the preparation of grant applications. This revision incorporates provisions of the Bipartisan Infrastructure Law, enacted as the Infrastructure Investment and Jobs Act (IIJA) (Pub. L. 117-58 (2021) and includes the most current available guidance as of the date of publication. To the extent this circular is inconsistent with changes in any statute or regulation, the statute or regulation will supersede this circular. This circular is in effect as of November 1, 2024.
2. CANCELLATION. This circular cancels Federal Transit Administration (FTA) Circular 9070.1G, “Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions,” dated July 7, 2014.
3. AUTHORITY.
 - a. Federal Transit Laws, title 49, United States Code, Chapter 53.
 - b. Title 49 CFR 1.91.
4. WAIVER. FTA reserves the right to waive any requirements of this circular to the extent permitted by Federal law or regulation.
5. FEDERAL REGISTER NOTICE. In association with the publication of this circular, a Federal Register notice will be published.
6. AMENDMENTS TO THE CIRCULAR. FTA reserves the right to update this circular to reflect changes in other revised or new guidance and regulations that undergo notice and comment without further notice and comment on this circular. FTA will post updates on the [FTA website](#). The website allows the public to register for notification when FTA issues Federal Register notices or new guidance. Please visit the website and click on “Subscribe to Email Updates” for more information.

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7. ACCESSIBLE FORMATS. This document is available in accessible formats upon request. To obtain paper copies of this circular as well as information regarding these accessible formats, call FTA's Administrative Services Help Desk at 202-366-4865. Individuals with hearing impairments may contact the Federal Relay Service at 1-800-877-8339 for assistance with the call.

/S/ Original Signed by
Veronica Vanterpool
Deputy Administrator

The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Recipients and subrecipients should refer to statutes and regulations for applicable requirements.

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CHAPTER I

INTRODUCTION AND BACKGROUND

1. THE FEDERAL TRANSIT ADMINISTRATION

FTA is one of 10 operating administrations within the U.S. Department of Transportation (USDOT). Headed by an administrator appointed by the President of the United States, FTA functions through a Headquarters office in Washington, DC, 10 Regional Offices, and several Metropolitan Offices that assist transit agencies in all 50 States, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, Northern Mariana Islands, American Samoa, and federally recognized Indian Tribes.

As defined in 49 U.S.C. 5302, “public transportation” means regular, continuing, shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income. Public transportation generally includes, but is not limited to, transportation services provided by buses; heavy rail; light rail; commuter rail; fixed guideway; bus rapid transit; passenger ferry boats; trolleys; inclined railways; people movers; vans; streetcars; jitneys; and aerial tramways. Public transportation can be either fixed-route or demand-response service but excludes intercity passenger rail provided by Amtrak; intercity bus service; charter bus service; school bus service; sightseeing services; courtesy shuttle services provided by individual businesses; and intra-terminal or intra-facility shuttle services.

The Federal government, through FTA, provides financial assistance to develop new transit systems and improve, maintain, and operate existing systems. FTA oversees thousands of awards to hundreds of State and local transit providers, primarily through its 10 Regional Offices. Recipients and subrecipients of Federal assistance are responsible for managing their projects and programs in accordance with Federal requirements, and FTA is responsible for ensuring that recipients follow Federal statutory and administrative requirements.

2. AUTHORIZING LEGISLATION AND GUIDANCE

Most Federal transit laws are codified in 49 U.S.C. Chapter 53. Authorizing legislation enacted by Congress establishes or continues the legal operation of a Federal program or agency. FTA’s most recent authorizing legislation is the Infrastructure Investment and Jobs Act (IIJA), Pub. L. 117-582, signed into law on November 15, 2021, with an effective date of October 1, 2021. The legislation reauthorizes surface transportation programs for Fiscal Year (FY) 2022 through FY 2026. This circular reflects changes to Federal transit law and changes required by other laws that have become effective since the circular was last published in July 2014.

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3. HOW TO CONTACT FTA

FTA's Regional and Metropolitan Offices are responsible for managing financial assistance to FTA recipients and oversight of implementation for most FTA programs. Certain programs are the responsibility of FTA Headquarters Offices. Inquiries should be directed to either the FTA Regional or Metropolitan Office responsible for the geographic area in which the recipient is located. See [FTA's website](#) for contact information. For further information, visit the [FTA website](#) or contact FTA at the following address and phone number:

Federal Transit Administration
Office of Communication and Congressional Affairs
1200 New Jersey Avenue SE
Room E56-205
Washington, DC 20590
Phone: 202-366-4043
Fax: 202-366-3472

4. DEFINITIONS AND ACRONYMS

All definitions in 49 U.S.C. 5302, including the following, apply to this circular:

a. Definitions:

- (1) Applicant: In this circular, the term "applicant" is used to identify an entity that is seeking, but has not yet been awarded, specific Federal financial assistance directly from FTA in the form of a grant or cooperative agreement.
- (2) Award (used interchangeably with Grant): An Award of financial assistance, in the form of money or property in lieu of money, by the Federal government to an eligible recipient or subrecipient. Used interchangeably with grant agreement.
- (3) Capital Project: A category of reimbursable projects that includes all activities identified in 49 U.S.C. 5302(4).
- (4) Coordinated Public Transit–Human Services Transportation Plan (Coordinated Plan): A locally developed, coordinated transportation plan that identifies the transportation needs of individuals with disabilities, seniors, and people with low incomes, provides strategies for meeting those needs, and prioritizes transportation services for funding and implementation.

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- (5) Designated Recipient: (A) An entity designated, in accordance with the planning process under 49 U.S.C. 5303 and 5304 by the governor of a State, responsible local officials, and publicly owned operators of public transportation, to receive and apportion amounts under Section 5336 to urbanized areas of 200,000 or more in population or (B) a State or regional authority, if the authority is responsible under the laws of a State for a capital project and for financing and directly providing public transportation (49 U.S.C. 5302).
- (6) Direct Recipient: An entity that receives funding directly from FTA.
- (7) Disability: The term “disability” has the same meaning as in Section 3(1) of the Americans with Disabilities Act of 1990, 42 U.S.C. 12102. The term “disability” means, with respect to an individual: (1) a physical or mental impairment that substantially limits one or more major life activities of such individual, (2) a record of such an impairment, or (3) being regarded as having such an impairment. In this circular, the terms “person with a disability” or “people with a disability” have the same meaning as “individual(s) with a disability.”
- (8) Equipment: Tangible property (including Information Technology [IT] systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the recipient for financial statement purposes, or as defined in 2 Code of Federal Regulations (CFR) 200.1 (currently \$10,000.) Equipment includes rolling stock, computing devices, IT systems, and all other such property used in the provision of public transit service.
- (9) Governor: The governor of a State, the mayor of the District of Columbia, and the governor of a territory of the United States, including the designee of the governor.
- (10) Grant (used interchangeably with Award): An Award of financial assistance, in the form of money or property in lieu of money, by the Federal government to an eligible recipient or subrecipient. Used interchangeably with grant agreement.
- (11) Grant Application: A complete application for an Award of financial assistance, in the form of money or property in lieu of money, by the Federal government to an eligible recipient.

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- (12) Human Services Transportation: Transportation services provided by or on behalf of a human service agency to provide access to agency services and/or to meet the basic, day-to-day mobility needs of transportation-disadvantaged populations, especially individuals with disabilities, seniors, and people with low incomes.
- (13) Incidental Use: The limited non-transit use of project property that does not conflict with the original authorized purpose of the project property or the recipient's ability to maintain satisfactory continuing control.
- (14) Large Urbanized Area: An Urbanized Area (UZA) with a population of at least 200,000 at the time of the most recent decennial census.
- (15) Local Governmental Authority: A political subdivision of a State, an authority of at least one State or political subdivision of a State, an Indian Tribe, or a public corporation, board, or commission established under the laws of a State.
- (16) Master Agreement: The FTA document containing FTA and other cross-cutting Federal requirements applicable to the FTA recipient's Award. FTA updates the Master Agreement annually and publishes the latest version and superseded versions on its public website. The Master Agreement is incorporated by reference and made part of each FTA grant or cooperative agreement and each amendment thereto.
- (17) Metropolitan Planning Organization (MPO): The policy board of an organization designated by agreement between the governor and units of general purpose local government to carry out the metropolitan planning process, including development of long-range transportation plans and Transportation Improvement Programs (TIP) for metropolitan planning areas of a State (49 U.S.C. 5303). The process and requirements of MPO designation are described at 23 CFR 450.310.
- (18) Mobility Management: Consists of short-range planning and management activities and projects for improving coordination among public transportation and other transportation service providers carried out by a recipient or subrecipient through an agreement entered into with a person, including a government entity, under 49 U.S.C. Chapter 53 (other than Section 5309). Mobility management does not include operating public transportation services.

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- (19) Net Project Cost: The part of a public transportation project that reasonably cannot be financed from revenues. See 49 U.S.C. 5302. FTA interprets “revenues” as farebox revenues.
- (20) Nonprofit Organization: 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 nonprofit and for which the designated State agency has received documentation certifying the status of the nonprofit organization.
- (21) Operating Expenses (interchangeable with Operating Costs): Those costs necessary to operate, maintain, and manage a public transportation system. Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year.
- (22) Preventive Maintenance: All maintenance costs related to vehicles and non-vehicles. Specifically, preventive maintenance includes all the activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset in a cost-effective manner, up to and including the current state of the art for maintaining such an asset. Under 49 U.S.C. 5302, preventive maintenance is a type of capital project.
- (23) Pre-Award Authority: The authority FTA extends to an anticipated recipient, in writing, to incur otherwise allowable project costs before the effective date of a Federal Award. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal Award and only with the written approval of FTA. Pre-Award authority is announced in the annual Apportionment Notice, Notice of Funding Opportunities, a Letter of No Prejudice, or other written notification. Failure to comply with applicable Federal requirements will render those project costs or, in certain cases, the project in its entirety to be ineligible for FTA assistance.

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- (24) Program of Projects (POP): A list of projects to be funded in grant applications submitted to FTA by a Designated Recipient, State or local government. The POP lists the recipients and subrecipients and indicates whether they are private nonprofit agencies, governmental authorities, or private providers of transportation service. The POP also designates the areas served (including rural areas, as applicable) and identifies any tribal entities. In addition, the POP includes a brief description of the projects, the total project cost, the Federal share for each project, and the amount of funds used for program administration from the allowed percentage.
- (25) Project Property: Any real property, equipment, supplies, or improvements included in the costs of an FTA-assisted project, regardless of whether such property was acquired using FTA assistance, provided as the non-Federal share, donated by a third party, or acquired in some other way.
- (26) Public Transportation: Regular, continuing shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income. Public transportation generally includes, but is not limited to, transportation services provided by buses; heavy rail; light rail; commuter rail, fixed guideway; bus rapid transit; passenger ferryboats; trolleys; inclined railways; people movers; vans; streetcars; jitneys; and aerial tramways. Public transportation can either be fixed-route or demand-response service but excludes intercity passenger rail provided by Amtrak; intercity bus service; charter bus service; school bus service; sightseeing services; courtesy shuttle services provided by individual businesses; and intra-terminal or intra-facility shuttle services (49 U.S.C. 5302).
- (27) Recipient: An entity that is awarded funds directly from FTA to carry out an activity under a Federal program to support a specific project. In this circular, FTA uses the term “recipient” interchangeably with “grant recipient” and “Direct Recipient.” The term “recipient” does not include “subrecipient.”
- (28) Rural Area: An area encompassing a population of fewer than 50,000 people (49 U.S.C. 5302).
- (29) Senior: An individual who is 65 years of age or older (49 U.S.C. 5302). In this circular, the term “older adult” has the same meaning as the term “senior.”

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- (30) Shared-ride: Two or more passengers in the same vehicle who are otherwise not traveling together. Every trip does not have to be shared-ride in order for a service to be considered shared-ride, but the general nature of the service must include shared-rides.
- (31) Small Urbanized Areas: An urbanized area (UZA) with a population of at least 50,000 but less than 200,000 (as used in the context of FTA formula programs).
- (32) Subrecipient: An entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal Award. A subrecipient does not include an individual that is a recipient of such Award; however, a subrecipient may also be a recipient of other Federal Awards directly from a Federal awarding agency (2 CFR 200.1).
- (33) Traditional Section 5310 Projects: Those public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- (34) Urbanized Area (UZA): An area encompassing a population of not less than 50,000 people that has been defined and designated in the most recent decennial census as an Urban Area by the Secretary of Commerce (49 U.S.C. 5302).

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b. Acronyms

Acronym	Full Name or Term
ADA	Americans with Disabilities Act
ALI	Activity Line Item
AoA	Agency on Aging
BIL	Bipartisan Infrastructure Law
CAA	Clean Air Act
CAP	Community Action Programs
CCAM	Coordinating Council on Access and Mobility
CE	Categorical Exclusion
CFR	Code of Federal Regulations
D&A	Drug and Alcohol
DBE	Disadvantaged Business Enterprises
DOL	Department of Labor
DOT	Department of Transportation
EEO	Equal Employment Opportunity
EIS	Environmental Impact Statement
FAST Act	Fixing America's Surface Transportation Act
FFATA	Federal Funding Accountability and Transparency Act of 2006 or Transparency Act, Public Law 109-282, as amended by Section 202(a) of Public Law 110-25, 31 U.S.C. 6101
FFR	Federal Financial Report
FHWA	Federal Highway Administration
FMCSA	Federal Motor Carrier Safety Administration
FONSI	Finding of No Significant Impact
FR	Federal Register
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
GPRA	Government Performance and Results Act
ICAM	Innovative Coordinated Access and Mobility Pilot Program
IJA	Infrastructure Investment and Jobs Act
ISTEA	Intermodal Surface Transportation and Efficiency Act of 1991

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Acronym	Full Name or Term
IT	Information Technology
ITS	Intelligent Transportation Systems
JARC	Job Access and Reverse Commute
MAP-21	The Moving Ahead for Progress in the 21st Century Act
MPO	Metropolitan Planning Organization
MPR	Milestone Progress Report
MTP	Metropolitan Transportation Plan
NEPA	National Environmental Policy Act
NOFO	Notice of Funding Opportunity
NTD	National Transit Database
PMP	Program Management Plan
POP	Program of Projects
RFP	Request for Proposal
ROD	Record of Decision
RTAP	Rural Transportation Assistance Program
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act A Legacy for Users
SMP	State Management Plan
STBG	Surface Transportation Block Grant Program
STIP	Statewide Transportation Improvement Program
TEA-21	Transportation Equity Act for the 21st Century
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TNC	Transportation Network Company
TOD	Transit-Oriented Development
TrAMS	Transit Award Management System
TVM	Transit Vehicle Manufacturer
USDOT	U.S. Department of Transportation
U.S.C.	United States Code
UZA	Urbanized Area

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CHAPTER II

PROGRAM OVERVIEW

1. STATUTORY AUTHORITY. Title 49 U.S.C. 5310 authorizes the formula assistance program for the Enhanced Mobility of Seniors and Individuals with Disabilities Program and provides formula funding to States, Designated Recipients, and State or local governmental authorities that operate a public transportation service (recipients) to improve mobility for seniors and individuals with disabilities.

This program provides funds for capital and operating expenses to recipients for:

- Public transportation projects planned, designed, and carried out to meet the needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- Public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.).
- Public transportation projects that improve access to fixed-route service and decrease reliance on complementary paratransit; and
- Alternatives to public transportation projects that assist seniors and individuals with disabilities with transportation.

This program provides apportionments specifically for large UZAs, small UZAs, and rural areas via a formula. Consistent with the type of projects eligible under the former New Freedom program, eligible activities include operating expenses and capital investments. FTA refers to this formula program as “the Section 5310 program.”

Section 5310 (b) provides that of the amounts apportioned to States and Designated Recipients, not less than 55 percent shall be available for traditional Section 5310 projects—those public transportation capital projects planned, designed, and carried out to meet the needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Further, the law provides that a recipient may allocate the funds apportioned to it to:

- a. A private nonprofit organization; or
- b. A State or local governmental authority that:

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- (1) Is approved by a State to coordinate services for seniors and individuals with disabilities; or
- (2) Certifies that there are no nonprofit organizations readily available in the area to provide the service.

These provisions, found at 49 U.S.C. 5310(b)(1) and (b)(2), essentially maintain the status quo for traditional Section 5310 projects and the eligible subrecipients for traditional Section 5310 projects.

Eligible subrecipients for other eligible Section 5310 activities include a State or local governmental authority, a private nonprofit organization, or an operator of public transportation that receives a Section 5310 grant indirectly through a recipient.

The Assistance Listing for the Section 5310 program is 20.513.

2. PROGRAM GOALS. The goal of the Section 5310 program is to improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options available. Toward this goal, FTA provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas—large urbanized, small urbanized, and rural. The program requires coordination with other federally assisted programs and services to make the most efficient use of Federal resources.
3. PROGRAM MEASURES. The Government Performance Results Act (GPRA) modernization act of 2010, pub. L. 111–352, requires FTA and other federal agencies to “establish performance goals to define the level of performance to be achieved in the agency annual performance plan” and to “establish a balanced set of performance indicators to be used in measuring or assessing progress toward each performance goal” included in the agency performance plan.

FTA will conduct independent evaluations of the program focused on specific data elements to better understand the implementation strategies and related outcomes associated with the program. The following indicators are targeted to capture overarching program information as part of the Annual Report that each State and Designated Recipient submits to FTA. The State and Designated Recipient should submit both quantitative and qualitative information as available on each of the following measures.

- a. Traditional Section 5310 projects.

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- (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 because of traditional Section 5310 projects implemented in the current reporting year; and
 - (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 because of traditional Section 5310 projects implemented in the current reporting year.
- b. Other Section 5310 projects.
 - (1) Increases or enhancements related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year;
 - (2) Additions or changes to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities because of other Section 5310 projects implemented in the current reporting year; and
 - (3) Actual or estimated number of rides (as measured by one-way trips) provided for seniors and individuals with disabilities because of other Section 5310 projects implemented in the current reporting year.

The State or Designated Recipient should ensure that the above information is reported for all recipients and subrecipients of Section 5310 funding in projects selected by the State or Designated Recipient. The State or Designated Recipient may consolidate information for all projects in the Annual Report for any open Section 5310 grant awarded to the Designated Recipient. If Section 5310 funds have been awarded to other Designated Recipients pursuant to a supplemental agreement with the State or Designated Recipient, that Direct Recipient may report on behalf of itself and any subrecipients.

4. FTA ROLE IN PROGRAM ADMINISTRATION.

- a. FTA Headquarters in Washington, DC, serves a broad, program-level role in the administration of the program. FTA Headquarters:
 - (1) Provides overall policy and program guidance for the Section 5310 program;

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- (2) Apportions funds annually to the States and Designated Recipients;
 - (3) Develops and implements financial management procedures;
 - (4) Initiates and manages program support activities; and
 - (5) Conducts national program reviews and evaluations.
- b. FTA Regional Offices have the day-to-day responsibility for administration of the Section 5310 program. FTA Regional Offices:
- (1) Review and approve grant applications;
 - (2) Obligate funds, monitor and close grants, and oversee the recipient's implementation of the annual program, including revisions to the POP;
 - (3) Receive State or Designated Recipient certifications;
 - (4) Review and approve State Management Plans (SMPs) and Program Management Plans (PMPs);
 - (5) Provide technical assistance, advice, and guidance to States and Designated Recipients as needed; and
 - (6) Perform Triennial Reviews and State Management Reviews every three years or as circumstances warrant and other reviews as necessary.
5. DESIGNATED RECIPIENT ROLE IN PROGRAM ADMINISTRATION. The State agency designated by the governor of the State has the authority and responsibility for administering the Section 5310 program in urbanized areas under 200,000 in population and rural areas. The Designated Recipient of Section 5310 funds in urbanized areas over 200,000 in population has the authority and responsibility for administering the Section 5310 program in those areas.

The Designated Recipient is responsible for selection of projects and may, but is not required to, include a competitive selection process. If the Designated Recipient decides to hold a competitive selection, it may conduct the competitive selection itself or establish alternative arrangements to administer and conduct the competitive selection. For example, the MPO could be the lead agency for the competitive selection, even if it is not the Designated Recipient. Alternatively, the Designated Recipient may, through interagency agreement or third-party contracts, provide for the administrative management and oversight of the competitive selection process.

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The Designated Recipient will apply to FTA for funding using TrAMS on behalf of itself and/or eligible subrecipients for Section 5310 projects within the recipient's area. The Designated Recipient is responsible for the following actions:

- a. Document the State or Designated Recipient's procedures in an SMP or PMP;
- b. Plan for future transportation needs and ensure integration and coordination among diverse transportation modes and providers;
- c. Develop project selection criteria consistent with the coordinated planning process;
- d. Notify eligible local entities of funding availability;
- e. Solicit applications from potential subrecipients;
- f. Determine applicant and project eligibility;
- g. Certify that allocations of funds to subrecipients are made on a fair and equitable basis;
- h. Submit an annual POP and grant application to FTA;
- i. Ensure subrecipients comply with Federal requirements;
- j. Certify that all projects are included in a locally developed, coordinated public transit-human services transportation plan developed and approved through a process that included participation by seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public;
- k. Certify that to the maximum extent feasible, services funded under Section 5310 are coordinated with transportation services assisted by other Federal departments and agencies;
- l. Ensure that at least 55 percent of the area's apportionment is used for traditional Section 5310 projects carried out by the eligible subrecipients as described in Section 5 of Chapter III of this circular;
- m. Oversee the implementation of projects as developed and prioritized in the coordinated plan, including, where not specified in the coordinated plan, selecting entities to carry out projects consistent with procedures approved in the coordinated plan and/or documented in the Designated Recipient's State or Program Management Plan. In cases where the Designated Recipient is responsible for allocating funding

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- among localities or regions that have developed and approved individual coordinated plans, the Designated Recipient shall select projects consistent with a process developed in collaboration with organizations responsible for developing local or regional coordinated plans;
- n. Manage all aspects of award distribution and oversight for subrecipients receiving funds under this program;
 - o. Submit required FTA reports;
 - p. Comply with pass-through entity requirements outlined in 2 CFR Part 200;
 - q. Ensure that all activities are conducted in compliance with Federal civil rights statutes and regulations, including title VI of the Civil Rights Act of 1964, the Equal Employment Opportunity Act, Disadvantaged Business Enterprise requirements, and the Americans with Disabilities Act; and
 - r. Oversee any required audits and award closeout.

The Designated Recipient is not directly responsible for developing the coordinated plan but is responsible for ensuring that the plan from which a selected project was included was developed in compliance with the statutory requirements. An agency or organization other than the Designated Recipient may take the lead in developing the coordinated plan.

Funds are obligated based on the annual POP included in a grant application. FTA does not conduct project-by-project review and approval of each project. The Designated Recipient must ensure that local applicants and project activities are eligible and in compliance with Federal requirements and that the program provides for maximum feasible coordination of transportation services assisted under Section 5310 with transportation services assisted by other Federal sources. In addition, the Designated Recipient monitors local projects; ensures that all program activities are included in a TIP for activities in urbanized areas; ensures that all program activities are included in a statewide transportation improvement program (STIP); and oversees project audits and closeouts. The Designated Recipient must certify to FTA annually that the recipient and subrecipients have met or will meet all Federal requirements, including all metropolitan and statewide planning requirements. Once FTA has approved the application, funds are available for administration and for allocation to individual subrecipients.

Under the 2 CFR Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” (also known as Uniform Guidance) and DOT’s adoption and deviations under 2 CFR Part 1200, States often rely on their own laws and

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procedures, particularly in the areas of equipment management and procurement. States may have uniform requirements for their subrecipients, both private nonprofit agencies and governmental authorities, as long as such requirements are not inconsistent with 2 CFR Part 200 and 2 CFR Part 1200.

6. DESIGNATED RECIPIENT DESIGNATION PROCESS. As described above for UZAs with a population of 200,000 or more, a requirement for funding under Section 5310 is the selection of a Designated Recipient. The Designated Recipient(s) designated in each UZA must be a governmental authority and have the legal authority to receive and dispense Federal funds in the UZA.

- a. Designated Recipient and State Roles in Program Administration. FTA apportions Section 5310 funds annually for UZAs to States and Designated Recipients, which are responsible for receiving and apportioning the funds to eligible projects and recipients within the applicable UZA(s).

The State or Designated Recipient has the principal authority and responsibility for Section 5310 funds within a UZA. A State is responsible for administering these programs on behalf of all UZAs under 200,000 in population, or portions thereof, that are located within its boundaries. A Designated Recipient is responsible for administering funds on behalf of a UZA with a population of 200,000 or more. For UZAs with a population of at least 200,000, a Designated Recipient must be selected in accordance with the local planning process, as detailed in the “Recipient Designation Process” section below.

The governor of a State or the governor’s official designee may designate a single Designated Recipient for multiple contiguous large UZAs. In cases where a UZA extends into more than one State and the public transportation providers are also located in more than one State, the governor of each State must participate in the process to designate a Designated Recipient.

The governor or the governor’s designee performs the role of the Designated Recipient for UZAs under 200,000 in population and for the State’s portion of any multistate UZAs under 200,000 in population. Although the governor or the governor’s designee may authorize a local entity, such as an MPO, to develop and recommend funding allocations, the governor or the governor’s designee must approve the final allocation of program funds for these areas. In addition, the governor or the governor’s designee may authorize eligible public transportation operators to apply directly to FTA for Awards as Direct Recipients.

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Designations for UZAs of 200,000 or more in population become effective when the governor of a State officially notifies the appropriate FTA Regional Administrator(s) in writing of that designation. The designation remains in effect until changed by the governor of a State by official written notice of redesignation to the appropriate FTA Regional Administrator. The written designation notice must include:

- (1) A letter expressing the governor's concurrence; and
- (2) Documentation of concurrence in the selection of the Designated Recipient by the providers of publicly owned public transportation service in the UZA and an appropriately certified resolution of the MPO concurring in the designation.

Each Designated Recipient must submit an Opinion of Counsel certifying the entity's legal capacity to perform the functions of a Designated Recipient. The governor of each State or an official designee must designate a public entity to be the recipient for Section 5310 funds. The designated agency must have the requisite legal, financial, and staffing capabilities to receive and administer Federal funds under this program. In urbanized areas with populations less than 200,000 and in rural areas, the State is the Designated Recipient. For these areas, the governor of a State designates a State agency responsible for administering the Section 5310 program and officially notifies the appropriate FTA Regional Office in writing of that designation. The governor of a State may designate the State agency that receives Rural Area Formula Funds (Section 5311) to be the Section 5310 recipient, or the governor of a State may designate a different agency.

In urbanized areas over 200,000 in population, the recipient charged with administering the Section 5310 program must be officially designated through a process consistent with 49 U.S.C. 5302(5), which defines Designated Recipient as:

an entity designated in accordance with the planning process under Sections 5303 and 5304 by the governor of a State, responsible local officials, and publicly owned operators of public transportation to receive and apportion amounts under Section 5336 to urbanized areas of 200,000 or more in population.

The Urbanized Area Formula Funding Program (Section 5307)—Designated Recipient provides and coordinates transportation services for the region and is familiar with FTA's program oversight requirements; therefore, it is appropriate for the Designated Recipient for the Section 5310 program to be the same as the Designated Recipient for Section 5307 funds. Alternatively, the MPO, State, or another public agency may be a preferred choice based on local circumstances. A State agency may be the

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Designated Recipient of Section 5310 funds for a large, urbanized area, as long as all apportioned funds for the large, urbanized area are allocated to agencies within the large urbanized area.

The designation letter must be on file with the FTA Regional Office before grant applications may be submitted for FTA review and funds awarded.

Designations remain in effect until changed by the governor by official notice of redesignation to the appropriate FTA Regional Office.

7. **FTA OVERSIGHT.** Congress has charged FTA with conducting reviews of recipients or requiring that recipients have independent audits conducted on their programs to determine whether the recipients have met the program's requirements and certifications.

Recipients may be subject to a triennial, State management, or other regularly scheduled comprehensive review to evaluate their performance. FTA must ensure that the recipient is carrying out its program in compliance with Federal statutory and administrative requirements. These comprehensive reviews of recipient performance allow FTA to determine if the recipient is complying with the certifications it has made.

FTA may also conduct/determine technical capability and capacity; procurement; financial management; civil rights; Drug and Alcohol (D&A); safety; security; and other compliance reviews and audits, in addition to the Triennial Review. When FTA evaluations or independent audits identify compliance deficiencies, FTA provides technical assistance to the recipient to facilitate compliance with Federal requirements. FTA may reduce or withdraw financial assistance as a result of review findings or withhold further Awards until the recipient comes into compliance.

The Single Audit Act, as amended (31 U.S.C. 7501 et seq.) and implemented by 2 CFR Part 200 subpart F, also requires recipients of Federal Awards resulting in expenditures of \$1,000,000 or more to have independent audits conducted annually. For more information regarding FTA Oversight, please see FTA Circular 5010.1, "Award Management Requirements."

8. **RELATIONSHIP TO OTHER PROGRAMS.** Other public transportation-related Federal programs may provide support for Section 5310 projects, and Section 5310 projects may in turn enhance the effectiveness of these programs. Unless an issue is specifically addressed in this circular or in other FTA guidance specific to the Section 5310 program, recipients should reference the current FTA Circular 5010.1, which provides guidance for other FTA programs, for project management issues not unique to Section 5310.

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The following is a brief discussion of these programs.

- a. Section 5307 (Urbanized Area Formula Grants Program) and Section 5311 (Formula Grants for Rural Areas Program). The Section 5307 program makes funds available to Designated Recipients to assist in the development, improvement, and use of public transportation systems in urbanized areas. The Section 5311 program makes Federal funds available to States to assist in the development, improvement, and use of public transportation systems in rural areas. Job Access and Reverse Commute (JARC) projects are eligible under both Section 5307 and 5311. While the overall objectives of the Section 5307, 5311, and 5310 programs differ (that is, the objectives of Sections 5307 and 5311 are to provide transportation to the general public in urbanized and rural areas, and the objective of Section 5310 is to serve seniors and individuals with disabilities in both rural and urbanized areas), there are parallels that make it desirable for Designated Recipients and States to consider all resources and plan for their use in a complementary way. FTA expects local transit providers to participate in the development of a coordinated public transit–human services transportation plan.

The Section 5311 program makes funds available to States to assist with the development, improvement, and use of public transportation systems in rural areas. Under Section 5311, the Rural Transportation Assistance Program (RTAP) provides for technical assistance, training, and related support services in rural areas. At the State’s discretion, Section 5310 providers may participate in RTAP sponsored activities, as long as the activities are primarily designed and delivered to benefit rural transit providers.

- b. Federal Highway Administration (FHWA) Flexible Funds. Surface Transportation Block Grants Program (STBG) funds, among others, are a source of flexible funds for both highway and transit projects. At the State’s discretion, these flexible funds may be used for transit capital projects. This provision includes transit capital projects funded through Section 5310 that meet the transportation needs of seniors and individuals with disabilities.
- c. The Federal Interagency Coordinating Council on Access and Mobility (CCAM). CCAM, comprised of 11 Federal departments and agencies, was established by Executive Order 13330, “Human Services Transportation Coordination,” signed by President George W. Bush on February 24, 2004. The members consist of the secretaries of the U.S. Departments of Transportation, Health and Human Services, Labor, Education, Agriculture, Housing and Urban Development, Interior, and

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Veterans Affairs, as well as the commissioner of Social Security, the Attorney General, and the chair of the National Council on Disabilities.

CCAM coordinates more than 130 Federal programs providing transportation funding for seniors, people with disabilities, and individuals with low incomes. CCAM works at the Federal level to improve Federal coordination of transportation resources and to address barriers faced by States and local communities when coordinating transportation. Additional information on CCAM can be found on the [CCAM website](#).

- d. Other Interagency Coordination. FTA encourages State Departments of Transportation and Designated Recipients' participation in interagency efforts, such as the State Rural Development Councils, Economic Development Councils, and Human Services Transportation Coordinating Councils. Coordination councils at the State and local levels often include participation from public and private transportation providers, human service providers, and passengers, including seniors and individuals with disabilities. These councils are actively working on identifying needs, resources, and gaps for seniors, individuals with disabilities, and others who require assistance with transportation services.

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CHAPTER III

GENERAL PROGRAM INFORMATION

1. APPORTIONMENT OF PROGRAM FUNDS. Of the total Section 5310 funds available, FTA apportions 60 percent among Designated Recipients in large UZAs; 20 percent to the States for small UZAs; and 20 percent to the States for rural areas with less than 50,000 in population. Section 5310 funds are apportioned among the recipients by formula. The formula is based on the ratio of the number of seniors and individuals with disabilities in each such area to the number of seniors and individuals with disabilities in all such areas. Example: A large UZA's apportionment is based on the ratio of the number of seniors and individuals with disabilities in that large UZA to the number of seniors and individuals with disabilities in all large UZAs. The number of seniors and individuals with disabilities in an area is determined according to the latest available U.S. Census data for adults over the age of 65 and individuals over the age of five who have disabilities. The annual apportionment for Section 5310 is published on FTA's website following the enactment of the annual USDOT appropriations act.
2. AVAILABILITY OF FUNDS. Section 5310 funds are available for obligation during the fiscal year of apportionment plus two additional years. Thus, for example, funds apportioned in FY 2024 are available until the end of FY 2026 (September 30, 2026). Any funds remaining unobligated at the end of the period of availability are added to the next year's program apportionment and are reapportioned among all areas.
3. TRANSFER OF APPORTIONMENTS.
 - a. Transfer to Other FTA Programs. Transfers of Section 5310 funds to other programs are not permitted.
 - b. Transfer to Other Areas within the Program. A State may use funds apportioned for small urbanized and rural areas for projects serving another area of the State if the governor of the State certifies that all the objectives of the Section 5310 program are being met in the specified areas. For example, if all objectives of the Section 5310 program are being met in rural areas, funds designated for rural areas may be transferred to urbanized areas of less than 200,000 in population. Funds apportioned to small urbanized and rural areas may also be transferred for use anywhere in the State, including large, urbanized areas, if the State has established a statewide program for meeting the objectives of the Section 5310 program. A recipient may transfer apportioned funds only after consulting with responsible local officials,

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publicly owned operators of public transportation, and nonprofit providers in the area from which the funds to be transferred were originally apportioned. Funds apportioned to large UZAs may not be transferred to other areas

- c. Transfer of FHWA Flexible Funds. Some funds appropriated to FHWA can be used to support transit projects, and some funds appropriated to FTA can be used to support highway projects. These “flexible” or “flex” funds are authorized by Section 104(f) of title 23, United States Code, and 49 U.S.C. 5334(i), to be transferred between FHWA and FTA for eligible highway or transit projects, respectively. Flexible funding authority facilitates a multimodal approach to meeting transportation needs at both the statewide and local levels by giving the local area the option of choosing which Federal surface transportation funds should be used for a particular project or activity based on local planning priorities. Flexible funds may only be used for a purpose for which they were originally authorized. Flexible funds transferred to FTA are administered under applicable FTA program requirements. Funding transfers are permitted only for projects contained in an approved metropolitan TIP for urbanized areas, and the STIP. In addition, like all other funds available under Section 5310, flex funds may only be used toward projects and activities identified in the final program of projects. Flexible funds from the FHWA may be transferred to the Section 5310 program for use by the recipient. The funds will be treated under the Section 5310 program requirements, with the exception of the local match and the minimum requirement that 55 percent be spent on traditional Section 5310 projects. The FHWA funds will maintain the FHWA eligible match, including the application of the sliding scale for a higher Federal share. The State or UZA must obligate the flexed funds during the Federal transit program period of availability.

For transfers of flexible funds to Section 5310, the recipient must notify both FHWA and FTA and request FHWA to transfer the funds to the appropriate FTA account. The transfer must be completed prior to grant Award.

4. CONSOLIDATION OF GRANTS TO INSULAR AREAS. FTA grants to insular areas may be consolidated under the provisions of 48 U.S.C. 1469a. This provision permits Federal agencies to streamline and consolidate certain grant-in-aid programs available to the Virgin Islands, Guam, American Samoa, and the Northern Mariana Islands. These insular areas receive Section 5311 apportionments and Rural Transportation Assistance Program (RTAP) allocations annually as well as Section 5310 funds, Section 5339(a) Grants for Buses and Bus Facilities funds, and, in some cases, Section 5307 funds. (Note: Section 5307(g) provides that the Virgin Islands shall be treated as an urbanized area for the purposes of Section 5307. FTA does not apportion Section 5311 or RTAP funds to the Virgin Islands). Specifically, 48 U.S.C. 1469a permits:

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- a. Federal agencies to consolidate any or all grants to each of the insular areas and to waive requirements for matching funds, applications, and reports with respect to the consolidated grants; and
- b. Each insular area to use the consolidated grant funds for any purpose or program authorized for any of the consolidated grants.

For these areas, FTA will consolidate Section(s) 5307, 5310, 5311, and 5339(a) funding into a single grant by transferring funds from one section to another. The insular areas may transfer all or a portion of the funds apportioned for Sections 5307, 5310, and 5339(a) to Section 5311 for use under any of these sections. This should improve the efficiency of grant making and grant management for these areas that have limited staff resources and receive small amounts of funds under each of these programs. Those insular areas interested in submitting applications for consolidated grants should notify the appropriate FTA Regional Office for application procedures and consolidation requirements. Among other things, the area should identify the intended use of consolidated funds and should document that the transportation of seniors and individuals with disabilities will not be adversely affected. FTA's emergency relief funds, authorized at 49 U.S.C. 5324, may not be consolidated with other FTA grants. Emergency relief funds must be expended on approved response, recovery, and resilience projects.

In addition, 48 U.S.C. 1469a(d) allows a Federal agency to waive any local matching share requirements for grants to insular areas, and FTA waives local share for these areas. FTA has no authority under 48 U.S.C. 1469a to waive any cross-cutting requirements, such as Buy America, title VI, or D&A testing.

5. ELIGIBLE DIRECT RECIPIENTS.

- a. Urbanized Areas over 200,000. Eligible Direct Recipients include States, Designated Recipients, and State or local government authorities that operate public transportation service. As discussed, the Designated Recipient for Section 5310 in a large UZA over 200,000 in population may or may not be the same agency as the Designated Recipient for Section 5307 funds.

The coordinated planning and project selection process may result in Section 5310 funds being allocated to a transit agency that is not the Designated Recipient for the Section 5310 program but is a Designated or Direct Recipient for Section 5307 funds and, thus, typically receives funds directly from FTA. Instead of entering into a subrecipient relationship with the Section 5310 Designated Recipient, the selected agency may request that FTA make the Section 5310 Award for the project directly to the transit agency that is a Designated or Direct Recipient for Section 5307. If this

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- occurs, the Section 5310 Designated Recipient must enter into a supplemental agreement with the Section 5307 recipient as part of the application to release the Section 5310 Designated Recipient from any liability under the award agreement. Supplemental agreements are provided in TrAMS and must be electronically executed.
- b. Rural and Small Urbanized Areas under 200,000 in Population. Eligible Direct Recipients are States and State or local government authorities that operate public transportation. Instead of entering into a subrecipient relationship with the State, a local government authority that operates public transportation may apply directly to FTA for grant funds the State has awarded to it. A State or Direct Recipient may apply for funds for itself and its subrecipients. If this occurs, the State must enter into a supplemental agreement with the local governmental authority as part of the application to release the State from any liability under the award agreement. Supplemental agreements are provided in TrAMS and must be electronically executed.
- c. Tribes as Direct Recipients. As “local governmental authorities,” Indian Tribes are eligible Direct Recipients. A Tribe that wishes to provide Section 5310-eligible service or capital equipment may follow the process defined in the State’s or Designated Recipient’s State or Program Management Plan to apply for the funds. If the Tribe is selected to receive State- or Designated Recipient-administered Section 5310 funding, the Tribe then has the option to become a Direct Recipient of the allocated funding and receive it directly through FTA or receive funds through the State or Designated Recipient as a subrecipient. After the State or Designated Recipient has notified a Tribe of the selection of its project(s), the Tribe may notify the State or Designated Recipient of its desire to apply directly to FTA for these funds. Both the Tribe and the State or Designated Recipient must agree to the decision for the Tribe to receive the allocated funding directly from FTA. When an agreement has been reached, the State or Designated Recipient will notify FTA by a letter of the project(s) and amount of funds that it allocated to the Tribe from the State or Designated Recipient’s Section 5310 apportionment. As a Direct Recipient of Section 5310 funds, the Tribe must comply with all management requirements of the Section 5310 program and with all terms and conditions of FTA’s standard award agreements. The special terms and conditions that FTA developed for Tribes receiving funding under the Tribal Transit Program are applicable only to that program.
6. ELIGIBLE SUBRECIPIENTS FOR TRADITIONAL SECTION 5310 PROJECTS. Section 5310 (b) provides that of the amounts apportioned to States and Designated

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Recipients, not less than 55 percent shall be available for traditional Section 5310 projects—those public transportation 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. Further, the law provides that, for these projects, a recipient may allocate the funds apportioned to it to:

- a. A private nonprofit organization; or
- b. A State or local governmental authority that:
 - (1) Is approved by a State to coordinate services for seniors and individuals with disabilities; or
 - (2) Certifies that there are no nonprofit organizations readily available in the area to provide the service.

Governmental authorities eligible to apply for Section 5310 funds as “coordinators of services for seniors and individuals with disabilities” are those designated by the State to coordinate human service activities in a particular area. Examples of such eligible governmental authorities are a county agency on aging or a public transit provider that the State has identified as the lead agency to coordinate transportation services funded by multiple Federal or State human service programs.

- 7. ELIGIBLE SUBRECIPIENTS FOR OTHER SECTION 5310 PROJECTS. Eligible subrecipients for other eligible Section 5310 activities include a State or local governmental authority, a private nonprofit organization, or an operator of public transportation that receives a Section 5310 Award indirectly through a recipient.
- 8. PRIVATE TAXI OPERATORS AND TRANSPORTATION NETWORK COMPANIES AS SUBRECIPIENTS. Private operators of public transportation are eligible subrecipients. Private taxi companies and Transportation Network Companies (TNCs) that provide shared-ride on-demand service to the general public on a regular basis are operators of public transportation and, therefore, eligible subrecipients. “Shared-ride” means two or more passengers in the same vehicle who are otherwise not traveling together. Similar to general public and ADA Demand Response (DR) service, every trip does not have to be shared-ride in order for a taxi company or TNC to be considered a shared-ride operator, but the general nature of the service must include shared-rides.

Local (municipal/State) statutes or regulations or company policy will generally determine whether a taxi company or TNC provides shared-ride or exclusive-ride service. For example, if the local regulation or policy permits the driver to determine whether or

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not a trip may be shared, the service is not shared-ride. Similarly, if the regulation or policy requires consent of the first passenger to hire a taxi or TNC be obtained before the taxi or TNC may take on additional riders, the service is not shared-ride. In essence, services that can be reserved for the exclusive use of individuals or private groups, either by the operator or the first passenger's refusal to permit additional passengers, is exclusive-ride service. A recipient should request documentation from the taxi company or TNC to ensure the company is providing shared-ride service prior to award in order to determine whether the company qualifies as a subrecipient.

As subrecipients, private taxi operators and TNCs are subject to the same Federal requirements as the public entity making the subaward. This includes ensuring that service for persons with disabilities, particularly wheelchair users, is equivalent to that available to persons without disabilities. See 49 CFR 37.77(c). There also may be other requirements under the program access requirements applicable to public entities by regulations issued under title II of the ADA by the U.S. Department of Justice.

Taxi companies and TNCs that provide only exclusive-ride service are not eligible subrecipients; however, they may participate in the Section 5310 program as contractors. For example, an exclusive-ride taxi company or TNC may receive Section 5310 funds to purchase accessible vehicles while under a transportation service contract with a State, Designated Recipient, or eligible subrecipient, such as a local government or nonprofit organization, in order to provide accessible transportation services on behalf of the recipient or subrecipient. The taxi company or TNC may hold title to the accessible vehicle(s) as long as the agreement between the State, Designated Recipient, or subrecipient and the taxi company or TNC is sufficient to establish satisfactory continuing control. Acceptable means of establishing satisfactory continuing control could include a State, Designated Recipient, or subrecipient's lien on the vehicle or contract provisions that require that:

- The accessible vehicle will be used to provide transportation for seniors and people with disabilities; and
- The vehicle may not be removed from service or disposed of prior to the end of its useful life without the express written consent of the FTA recipient or subrecipient.

9. RECIPIENT ADMINISTRATIVE EXPENSES. Up to 10 percent of the recipient's total fiscal year apportionment may be used to fund program administration costs including administration, planning, and technical assistance for projects funded under this program.

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Recipients may pass any portion of funds available for administrative expenses, up to the allowable 10 percent, on to subrecipients for the same purpose. Program administration costs may be funded at 100 percent Federal share.

The State and the Designated Recipient in urbanized areas have pre-award authority to incur administrative costs for Section 5310. Because the program is continuously managed, oldest funds available are drawn first, regardless of the year of award for program activity.

FTA encourages recipients to identify all the available Section 5310 administrative funds they intend to use routinely in each annual grant application. However, recipients may choose to accumulate Section 5310 administrative funds within their period of availability to augment the funds available for a special administrative need in a subsequent year.

Recipients may accumulate Section 5310 administrative funds in the year of apportionment plus two years.

If a recipient includes program administration expenses in excess of the 10 percent in its grant application, it must document the unused Section 5310 administrative funds from prior years available to augment the amount of Section 5310 administrative funds in the current apportionment.

The recipient must document the availability of Section 5310 administrative funds in each grant application. The grant application should include a list of all other grants for administrative expenses that utilize funds from the same apportionment. The list must include the total amount of administrative funds included in each Award and the fiscal year in which the funds were apportioned. The list should account for all funds for administrative expenses added through award budget revisions or amendments. The list should include all other pending grant applications, budget revisions, or amendments that include administrative expenses that utilize funds from the same apportionment.

Allowable administrative costs may include, but are not limited to, general administrative and overhead costs, staff salaries, office supplies, and development of specifications for vehicles and equipment. Guidance on eligible administrative costs is in the Subpart E to 2 CFR Part 200, Cost Principles. The program administration budget line item also may include technical assistance and planning activities, including allocations to subrecipients to support the local coordinated planning process. Any general overhead costs included in the award budget must be supported by an indirect cost allocation plan that has been approved by the recipient or subrecipient's cognizant agency for indirect costs or elect the de minimis rate, if eligible. Recipients receiving direct funding from the Federal

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government and seeking indirect costs must have an agreement with their Federal cognizant agency for indirect costs. Subrecipients must use their federally negotiated agreement, if one exists. In the absence of a federal agreement, subrecipients must use the de minimis rate or negotiate a rate with the primary recipient.

These eligible program administrative costs may be used directly by the Designated Recipient or may be passed through by the Designated Recipient to subrecipients for administration, planning, or technical assistance purposes. The funds can be obligated before the completion of the coordinated planning process and project selection process in order to assist with either activity.

10. LOCAL SHARE OF PROJECT COSTS.

- a. General. Section 5310 funds may be used to finance capital and operating expenses. The Federal share of eligible capital costs shall be in an amount equal to 80 percent of the net cost of the activity. The Federal share of the eligible operating costs may not exceed 50 percent of the net operating costs of the activity. Administrative costs, as outlined under “Recipient Administrative Expenses” in this chapter, may be funded at 100 percent Federal share.

The local share of eligible capital costs shall be not less than 20 percent of the net cost of the activity, and the local share for eligible operating costs shall be not less than 50 percent of the net operating costs. Farebox revenue is subtracted from total operating costs to get to net operating costs.

The local share may be provided from an undistributed cash surplus, a replacement or depreciation cash fund or reserve, a service agreement with a State or local service agency or private social service organization, or new capital. Some examples of these sources of local match include State or local appropriations; dedicated tax revenues; private donations; revenue from service contracts; transportation development credits; and net income generated from advertising and concessions. Non-cash share, such as donations, volunteered services, or in-kind contributions, is eligible to be counted toward the local match as long as the value of each is documented and supported, represents a cost which would otherwise be eligible under the program, and is included in the net project costs in the project budget.

Income from contracts to provide human services transportation may be used either to reduce the net project cost (treated as revenue) or to provide local match for Section 5310 operating assistance. In either case, the cost of providing the contract service is included in the total project cost. No FTA program funds can be used as a source of local match for other FTA programs, even when used to contract for service. All

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sources of local match must be identified and described in the grant application at the time of award.

In addition, the local share may be derived from Federal programs that are eligible to be expended for transportation other than DOT programs or from DOT's Federal Lands Highway program. Examples of programs that are potential sources of local match include employment, training, aging, medical, community services, and rehabilitation services. Specific resources for finding program information about other Federal funding that can be used to meet local share requirements can be found on [FTA's website](#).

- b. Exceptions. The Federal share may exceed 80 percent for certain projects related to ADA and Clean Air Act (CAA) compliance as follows:
 - (1) Vehicles. The Federal share is 85 percent for the acquisition of vehicles for purposes of complying with or maintaining compliance with ADA (42 U.S.C. 12101 et seq.) or the CAA. A revenue vehicle that complies with 49 CFR Part 38 may be funded at 85 percent Federal share.
 - (2) Vehicle-Related Equipment and Facilities. The Federal share for project costs for acquiring vehicle-related equipment or facilities (including clean fuel or alternative fuel vehicle-related equipment or facilities) for purposes of complying or maintaining compliance with the CAA (42 U.S.C. 7401 et seq.) or required by the ADA is 90 percent. FTA considers vehicle-related equipment to be equipment on and attached to the vehicle.
- c. Sliding Scale—FHWA Transfers Only. Higher Federal share rates for capital costs are available to 14 States described in 23 U.S.C. 120(b). The higher Federal shares under 23 U.S.C. 120(b)(1) are based on the ratio of designated public lands area to the total area of these 14 States. For FHWA transfers to FTA Section 5310 for capital projects, the Federal share increases from 80 percent in proportion to the share of public lands in the State. The sliding scale rates in public lands States can be found on the [FHWA website](#).

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CHAPTER IV

ELIGIBLE PROJECTS & REQUIREMENTS

1. ELIGIBLE ACTIVITIES. Section 5310 funds are available for capital and operating expenses to support the provision of transportation services to meet the specific needs of seniors and individuals with disabilities.

Section 5310 (b) provides that of the amounts apportioned to recipients, not less than 55 percent shall be available for traditional Section 5310 projects—those public transportation 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. Notably, this 55 percent is a floor, not a ceiling—recipients may use more than 55 percent of their apportionment for this type of project.

This means that at least 55 percent of any rural, small urbanized area, or large urbanized area's annual apportionment must be utilized for public transportation capital projects that are planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities. It is not sufficient that seniors and individuals with disabilities are merely included (or assumed to be included) among the people who will benefit from the project.

Eligible projects for the required 55 percent of capital projects include the capital cost of contracting for the provision of transit services for seniors and individuals with disabilities and other specialized shared-ride transportation services. The purchase of rolling stock or the acquisition of ADA complementary paratransit service are eligible capital expenses that may also qualify as public transportation 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, provided the projects are carried out by eligible subrecipients (see Chapter III) and these projects are included in the area's coordinated plan.

In addition to the above required capital projects, up to 45 percent of an area's apportionment may be utilized for additional public transportation projects that:

- a. Exceed the ADA minimum requirements as found in 49 CFR Parts 27, 37, 38, and 39;
- b. Improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA-complementary paratransit service; or

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- c. Provide alternatives to public transportation that assist seniors and individuals with disabilities with transportation.

Such projects must be targeted toward meeting the transportation needs of seniors and individuals with disabilities, although they may be used by the general public. It is not sufficient that seniors and individuals with disabilities are included (or assumed to be included) among the people who will benefit from the project. FTA encourages projects that are open to the public as a means of avoiding unnecessary segregation of services.

Recipients must clearly identify the projects that are part of the required 55 percent capital projects as part of the Activity Line Item narrative descriptions and list in the POP. Many projects may be eligible under both the required and optional criteria, but a discrete set of projects that meet the required criteria constituting at least 55 percent of the award amount, exclusive of administrative expenses, must be identified. Alternatively, the grant application may assign less than the required 55 percent to such projects if other Awards in the same fiscal year utilize more than the required 55 percent, so long as at least 55 percent of the total annual apportionment will be used for required projects. In such cases, a list of the other Awards and the funding amounts must be included within the new grant application.

2. ELIGIBLE CAPITAL EXPENSES THAT MEET THE 55 PERCENT REQUIREMENT.

Funds for the Section 5310 program are available for capital expenses as defined in 49 U.S.C. 5302 to support public transportation 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. Examples of capital expenses that meet the 55 percent requirement, which must be carried out by an eligible recipient or subrecipient as described in Chapter III, include but are not limited to:

a. Rolling Stock and Related Activities for Section 5310-Funded Vehicles.

- (1) Acquisition of expansion or replacement buses or vans, and related procurement, testing, inspection, and acceptance costs;
- (2) Vehicle rehabilitation or overhaul;
- (3) Preventive maintenance;
- (4) Radios and communication equipment; and
- (5) Vehicle wheelchair lifts, ramps, and securement devices.

b. Passenger Facilities Related to Section 5310-Funded Vehicles.

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- (1) Purchase and installation of benches, shelters, and other passenger amenities.
- c. Support Facilities and Equipment for Section 5310-Funded Vehicles.
- (1) Extended warranties that do not exceed the industry standard;
 - (2) Computer hardware and software;
 - (3) Transit-related intelligent transportation systems (ITS);
 - (4) Dispatch systems; and
 - (5) Fare collection systems.
- d. Lease of Rolling Stock or Related Equipment. Requirements regarding leases are governed by the Uniform Guidance, 2 CFR Part 200. Please see FTA Circular 5010.1 for a summary of requirements related to leasing.
- e. Acquisition of Transportation Services under a Contract, Lease, or Other Arrangement. This may include acquisition of ADA complementary paratransit services when provided by an eligible recipient or subrecipient as defined in Chapter III. Both capital and operating costs associated with contracted service are eligible capital expenses. User-side subsidies/vouchers for alternatives to public transportation are considered one form of eligible arrangement. All services must meet all Federal civil rights requirements, including those requiring equivalent service to persons with disabilities, particularly wheelchair users, in the provision of demand-responsive service and any ADA title II program access responsibilities administered by the U.S. Department of Justice. Funds may be requested for contracted services covering a time period of more than one year. The capital eligibility of acquisition of services as authorized in 49 U.S.C. 5310(b)(4) is limited to the Section 5310 program.
- f. Support for Mobility Management and Coordination Programs among Public Transportation Providers and Other Human Service Agencies Providing Transportation. Mobility management is an eligible capital cost. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. For example, a nonprofit agency could receive Section 5310 funding to support the personnel costs of sharing services it provides to its own clientele with other seniors and/or individuals with disabilities and to coordinate usage of vehicles with other nonprofits; however, operating costs of service are excluded. Mobility management is intended to build coordination among existing public transportation providers and other transportation

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service providers with the result of expanding the availability of service. Mobility management activities may include:

- (1) The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, seniors, and low-income individuals;
- (2) Support for short-term management activities to plan and implement coordinated services;
- (3) The support of State and local coordination policy bodies and councils;
- (4) The operation of transportation brokerages to coordinate providers, funding agencies, and passengers;
- (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 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; technologies to track costs and billing in a coordinated system; and single smart customer payment systems. (Acquisition of technology is also eligible as a standalone capital expense).

Capital activities (e.g., acquisition of rolling stock and related activities, acquisition of services, etc.) to support ADA complementary paratransit service may qualify toward the 55 percent requirement, so long as the service is provided by an eligible recipient or subrecipient as defined in Chapter III and is included in the coordinated plan.

3. OTHER ELIGIBLE CAPITAL AND OPERATING EXPENSES.

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- a. General. Up to 45 percent of a rural, small urbanized area or large urbanized area's annual apportionment may be utilized for:
- (1) Public transportation projects (capital only) planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
 - (2) Public transportation projects (capital and operating) that exceed the minimum requirements of the ADA;
 - (3) Public transportation projects (capital and operating) that improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA complementary paratransit service; or
 - (4) Alternatives to public transportation (capital and operating) that assist seniors and individuals with disabilities with transportation.

Since the 55 percent requirement is a floor, not a ceiling, the activities listed above in Section 2 are eligible expenses for all funds available to a recipient under Section 5310. For example, mobility management and ITS projects may be eligible under both categories. In order for the project to qualify toward the 55 percent requirement, the project must meet the definition of a capital project, be specifically geared toward the target population, and be carried out by an eligible recipient or subrecipient. The list of eligible activities is intended to be illustrative, not exhaustive. FTA encourages recipients to develop innovative solutions to meet the needs of seniors and individuals with disabilities in their communities and discuss proposed projects with FTA regional staff to confirm eligibility.

- b. Public Transportation Projects that Exceed the Requirements of the ADA. The following activities are examples of eligible projects meeting the definition of public transportation service and exceed the minimum requirements of the ADA.
- (1) Enhancing Paratransit Beyond Minimum Requirements of the ADA. ADA complementary paratransit services can be eligible under the Section 5310 program in several ways:
 - (a) Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA;
 - (b) Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services;

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- (c) The incremental cost of providing same day service;
 - (d) The incremental cost (if any) of making door-to-door service available to all eligible ADA paratransit riders but not on a case-by-case basis for individual riders in an otherwise curb-to-curb system;
 - (e) Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;
 - (f) Acquisition of vehicles and equipment designed to accommodate wheelchairs that are larger than 30" × 48" and/or weigh more than 600 pounds when occupied and labor costs of aides to help drivers assist passengers with oversized wheelchairs. This would permit the acquisition of lifts with a larger capacity modifications to lifts with a 600-pound design load, and the acquisition of heavier duty vehicles for paratransit and/or demand-response service in order to accommodate lifts with a heavier design load; and
 - (g) Installation of additional securement locations in public transit buses beyond minimum ADA requirements.
- (2) Feeder Services. Accessible "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.
- c. Public Transportation Projects that Improve Accessibility. The following activities are examples of eligible projects that improve accessibility to the fixed-route system.
 - (1) 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. Section 5310 funds are eligible to be used for 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:

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- (a) Building an accessible path to a bus stop that is currently inaccessible, including curb cuts, sidewalks, accessible pedestrian signals, or other accessible features;
 - (b) Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required under the ADA;
 - (c) Improving signage or wayfinding technology; or
 - (d) Implementation of other technology improvements, including ITS, that enhance accessibility for people with disabilities.
 - (2) Travel Training. 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.
- d. Public Transportation Alternatives that Assist Seniors and Individuals with Disabilities with Transportation. The following activities are examples of projects that are eligible public transportation alternatives.
- (1) Purchasing Vehicles to Support Accessible Taxi, TNC, Ride-Sharing, and/or Vanpooling Programs. Section 5310 funds can be used to purchase and operate accessible vehicles for use in taxi, TNC, ride-sharing, and/or vanpool programs provided that the vehicle meets the same requirements for lifts, ramps, and securement systems specified in 49 CFR Part 38, subpart B, at a minimum, and permits a passenger whose wheelchair can be accommodated pursuant to Part 38 to remain in their personal mobility device inside the vehicle.
 - (2) Supporting the Administration of and Expenses Related to 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. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The Section 5310 program can provide vouchers to seniors and 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

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for payment based on predetermined rates or contractual arrangements. Transit passes or vouchers 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 Volunteer Driver and Aide Programs. Volunteer driver programs are eligible and include support for costs associated with administration; management of driver recruitment; safety; background checks; scheduling; coordination with passengers; related support functions; mileage reimbursement; and insurance associated with volunteer driver programs. The costs of enhancements to increase capacity of volunteer driver programs are also eligible. 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.
- e. Limits on Operating Assistance. Given the 55 percent requirement for traditional Section 5310 capital projects, a recipient may allocate up to 45 percent of its apportionment for operating assistance. However, this funding is limited to eligible projects as described in 49 U.S.C. 5310(b)(1)(B–D) and described in this section (b, c, and d) above. Operating assistance cannot be used for required ADA complementary paratransit services except under the following instances: 1) Operating assistance can be used to extend ADA complementary paratransit services beyond those required by the USDOT ADA regulations (as noted in Section 3b of this chapter) and 2) Acquisition of transportation services for seniors and individuals with disabilities, including ADA complementary paratransit services, are eligible as a capital expense (as noted in Section 2e of this chapter).

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TABLE IV-1: SAMPLE ALLOCATIONS OF AN AREA'S APPORTIONMENT

Activity	Example 1 Amount Awarded	Example 1 % of Total Allocation	Example 2 Amount Awarded	Example 2 % of Total Allocation
Total Amount Allocated	\$1,000,000	100%	\$1,000,000	100%
State or Designated Recipient Program Administrative Funding	\$100,000	10%	\$0	0%
Traditional Section 5310 Projects	\$550,000	55%	\$550,000	55%
Other Section 5310 Projects	\$350,000	35%	\$450,000	45%

Included here are two different examples of allocating an area's apportionment. In the first example, the Designated Recipient retains 10 percent of the apportionment for administrative expenses. In that case, with the mandatory 55 percent set aside for traditional Section 5310 projects, 35 percent of the apportionment remains for other Section 5310 projects.

In the second example, the Designated Recipient does not retain any funds for administrative expenses. After the mandatory 55 percent set aside for traditional Section 5310 projects, 45 percent of the apportionment remains available for other Section 5310 projects.

4. CAPITAL RESERVE ACCOUNTS. Recipients of Section 5310-funded vehicles are permitted to establish capital reserve accounts to replace existing equipment as long as no FTA funds or proceeds from the sale or lease of FTA-assisted property are placed in those accounts.

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CHAPTER V

PLANNING & PROGRAM DEVELOPMENT

1. COORDINATION REQUIREMENTS. Title 49 U.S.C. 5310 requires a recipient of Section 5310 funds to certify that projects selected for funding under this program are included in a locally developed, coordinated public transit–human services transportation plan and that the plan was developed and approved through a process that included participation by:
 - Seniors;
 - Individuals with disabilities;
 - Representatives of public, private, nonprofit transportation and human service providers; and
 - Other members of the public.

This coordinated transportation plan should be prepared through a process that is consistent with the applicable metropolitan or statewide planning process, as described below. Transit service and demographic information developed and used in the broader metropolitan and statewide processes may provide a useful starting point for the more detailed review that will take place in preparing the coordinated plan. Similarly, the extensive public participation and stakeholder consultation provisions of metropolitan and statewide planning can provide a useful context and basis for the more focused local public involvement in preparing the coordinated plan. For these reasons, FTA strongly encourages coordination and consistency between the local coordinated public transit–human services transportation plan and metropolitan or statewide transportation planning processes described in 23 CFR Part 450.

2. PLANNING REQUIREMENTS. To be eligible for funding, Section 5310 projects in UZAs must be included in the Metropolitan Transportation Plan (MTP) prepared and approved by the MPO, the TIP approved jointly by the MPO and the governor, and the STIP developed by a State and jointly approved by FTA and FHWA. Projects outside UZAs must be included in or be consistent with the statewide long-range transportation plan developed by the State and must be included in the STIP. With limited exceptions, all federally funded highway or transit projects must be included in the applicable plan and program documents according to State and local procedures. Areas may choose to include project level information or more aggregated program level information. For convenience, the recipient may group its planned expenditures of Section 5310 funds into statewide or metropolitan areawide projects, such as vehicle acquisitions or services

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contracted for rural and urban recipients, and administration costs. All projects must adhere to the requirements of 49 U.S.C. 5303, 5304, and 5306.

MPOs that serve areas designated as a Transportation Management Area (TMA) must include representation by providers of public transportation. Composed of local elected and appointed officials, appropriate State officials, and officials of public agencies that operate major modes of transportation in the region (including representation by providers of public transportation), the MPO is responsible for the development and adoption of the MTP (minimum 20-year horizon) and the shorter term fiscally constrained (minimum of four years) TIP.

See Appendix B for further information on how the various planning processes relate to one another.

3. PROGRAM OF PROJECTS (POP). The POP identifies the projects and subrecipients for which the recipient is applying for financial assistance in a given year. The Section 5310 POP the recipient submits to FTA for approval must:

- Indicate the total number of projects and the funding source;
- Indicate the total number of subrecipients;
- Identify each subrecipient and indicate whether they are governmental authorities, private nonprofit agencies, or operators of public transportation; and
- Identify any that are Indian tribal governments or tribal transit agencies (including both federally recognized and other tribal governments).

For each project, the POP must show a brief description of counties, tribal needs served, total project cost, and the Federal share. The total Federal funding level for the POP cannot exceed the total amount of Section 5310 funds available. The POP must indicate whether a project is a capital or an operating expense and clearly identify which projects meet the 55 percent minimum for traditional Section 5310 projects. A sample POP is included in Appendix A. The POP must be identical to or consistent with listings contained in the applicable TIP and STIP.

So that FTA can comply with the Federal Funding Accountability and Transparency Act (FFATA) of 2006 (Pub. L 109–282), the recipient must provide FTA with the following information for each subrecipient: the name of the entity receiving the Award, the amount of the Award, the location of the entity receiving the Award, and the primary location of performance under the Award, including the city, State, and congressional district. The recipient may choose to submit this information as a separate attachment in FTA's TrAMS or to include the information in the POP.

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- a. Categories of Approval. FTA's approval of a POP does not reflect unconditional approval of all projects within the program. Neither does FTA's approval of a POP reflect unconditional approval of all prospective subrecipients identified in the program. FTA recognizes that not all projects in a State or Designated Recipient's (recipient) POP may be at the same stage of development; therefore, not all grant applications may be complete at the time the recipient forwards its annual POP to FTA. FTA also recognizes that all subrecipients identified in the POP may not yet be in compliance with all applicable Federal requirements. To expedite award, FTA allows recipients to separate projects and funds included in its POP into two different categories, depending on whether all Federal requirements have been met.
- (1) Category A. Projects in Category A include those projects that the recipient has certified as having met all the Federal statutory and administrative requirements for approval applicable to both the project activities and subrecipients that will carry out those activities. FTA's approval of Category A projects is unconditional upon award. When FTA executes the Award, the recipient may start drawing down funds to implement projects in Category A. FTA expects most, if not all, projects included in the recipient's POP to be in this category.
- (2) Category B. Projects in Category B are those projects the recipient anticipates approving during the current year but which have not met all the Federal statutory or administrative requirements. Category B also includes projects proposed to be implemented by a subrecipient that have not yet met all applicable Federal requirements. For example, a major capital project other than vehicle purchase in Category B may be a project that has not yet completed the National Environmental Policy Act (NEPA) process or other Federal environmental requirements. Category B may also include contingency projects that may be funded if any selected project is deleted from the program of projects. However, contingency projects should be shown at the zero funding level and not calculated in the total program costs. When the recipient determines that the necessary Federal requirements have been satisfied for a project, FTA's approval of that project becomes unconditional, and the recipient may advance the project to Category A. Cash drawdowns for that project may commence after the recipient advances it to Category A.

In addition, any Category B project requires issuance of a combined final EIS/record of decision (ROD), a finding of no significant impact (FONSI), or determination that the project meets the conditions of a categorical exclusion (CE) from FTA before being advanced to Category A. FTA Circular 5010.1 provides additional information on NEPA and other Federal environmental

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laws, regulations, and Executive orders. If a recipient can list all its projects in Category A, it would not list any projects in Category B, except contingency projects.

- b. Approval. FTA is committed to promptly processing Awards upon receipt of a complete and acceptable grant application. FTA awards grants and obligates funds for the total amount the recipient requests for both categories. The FTA Award constitutes FTA approval of the recipient's annual POP.

As noted, FTA approval of the Section 5310 POP does not constitute unqualified approval of each project in the program. The Award does constitute FTA approval of those projects in Category A. Thus, the recipient may draw down Federal funds to reimburse expenses incurred for Category A projects immediately upon execution of the award agreement.

The FTA Award also constitutes its conditional approval of those projects in Category B, conditioned on the subrecipient meeting all applicable Federal requirements. The recipient must ensure that subrecipients meet all Federal requirements and advance the projects to Category A before it may draw down funds to support those projects.

- c. Revisions to POP and TIP/STIP. Prior FTA approval is not required to reallocate funds among projects included in an approved POP, so long as the single change does not modify the total amount of funds reflected in the original POP by more than 20 percent. Any other changes to the POP require prior approval by FTA. The recipient's request for approval should include documentation that the proposed changes in the POP are projects that are included in a locally developed coordinated plan.

If appropriate, revisions to the POP should be accompanied by a budget revision to the applicable Award in TrAMS. The recipient should attach the revised POP, TIP, and STIP to the Recipient Profile in TrAMS. In the Annual Program Status Report, the recipient should reference the date that a new POP was attached. The most recently updated POP submitted by the recipient to FTA in its Quarterly or Annual Report or in the course of making revisions will be considered the current approved POP, incorporated by reference in the grant agreement. Only the addition of Federal funds or a change in the scope of the approved POP requires amendment of the agreement. However, FTA may determine that an amendment is warranted to capture some changes and approvals.

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Below are examples of project and funding revisions that do not change the scope of the approved POP. Unless FTA notifies the Designated Recipient otherwise, the following levels of notification and FTA approval apply to revisions:

- (1) Revisions Not Requiring Prior FTA Notification or FTA Approval. The recipient may make the following revisions without prior notification to FTA, so long as the original reservation of funds is not impacted:
 - (a) Delete a project from the POP if the project cost is less than 20 percent of the total cost of the affected POP and the recipient has confirmed the change is consistent with the applicable TIP/STIP;
 - (b) Advance projects from Category B to A, provided the prospective subrecipient is in compliance with all applicable Federal requirements;
 - (c) Reallocate funds within an approved POP among approved projects within a local area or from one local area to another and the recipient has confirmed the change is consistent with the applicable TIP/STIP. This includes adjustments of local project funding levels to accommodate changes in project requirements; and
 - (d) Add equipment or property transferred from one subrecipient to another subrecipient listed in the POP, regardless of whether the items were originally funded from a different grant, so long as the change is consistent with the applicable TIP/STIP;
 - (e) Create new projects that are less than 20 percent of the total of the POP, so long as the recipient has confirmed eligibility and confirms the project is consistent with the TIP/STIP; and
 - (f) Reduce a project cost by less than 20 percent of the total cost of the POP and the recipient has confirmed the change is consistent with the applicable TIP/STIP.
- (2) Revisions Requiring Prior FTA Approval. A Designated Recipient may make the following revisions to an approved POP and relevant project listing in the TIP and STIP only after obtaining approval from FTA:
 - (a) Prior FTA approval is required when the Federal share of the Award exceeds \$100,000 and the cumulative amount of project funds to be transferred between or among activities, including all budget revisions

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since the last one specifically approved by FTA, exceeds 20 percent of the total cost of the POP; and

- (b) Prior FTA approval is required when the revision would transfer funds between operating and capital categories or between Activity Line Items with different Federal matching ratios.

- (3) Prior FTA approval is required if the budget revision would:

- (a) Change the size or physical characteristics of the activities specified in the Award;
- (b) Advance to Category A any prospective subrecipient with serious questions of compliance with Federal requirements remaining unresolved; or
- (c) Advance to Category A any project for the acquisition of property with a value in excess of 20 percent of the total value of the POP.

- 4. COORDINATED PUBLIC TRANSIT–HUMAN SERVICES TRANSPORTATION PLAN. Federal transit law requires that projects selected for funding under the Section 5310 program be “included in a locally developed, coordinated public transit–human services transportation plan” and that the plan be “developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public” (49 U.S.C. 5310(e)). The development and implementation of the local public transit–human services transportation plan required under the Section 5310 program provides a foundation for providing coordinated human services transportation as encouraged by the CCAM.

Many States and regions have established plans that may form a foundation for a coordinated plan that includes the required elements outlined in this chapter and meets the requirements of 49 U.S.C. 5310. FTA maintains flexibility in how projects appear in the coordinated plan. Projects may be identified as strategies, activities, and/or specific projects addressing an identified service gap or transportation coordination objective articulated and prioritized within the plan.

- 5. DEVELOPMENT OF THE COORDINATED PUBLIC TRANSIT–HUMAN SERVICES TRANSPORTATION PLAN.

- a. Overview. A locally developed, coordinated public transit–human services transportation plan (“coordinated plan”) identifies the transportation needs of

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individuals with disabilities (including those who use wheelchairs) and seniors and may include people with low incomes; provides strategies for meeting those local needs; and prioritizes transportation services and projects for funding and implementation. Local plans may be developed on a local, regional, or statewide level. The decision as to the boundaries of the local planning areas should be made in consultation with the State, Designated Recipient, and the MPO, where applicable. The agency leading the planning process is decided locally and does not have to be the State or Designated Recipient.

In UZAs where there are multiple Designated Recipients, there may be multiple plans and each Designated Recipient will be responsible for the selection of projects in the Designated Recipient's area. A coordinated plan should maximize the programs' collective coverage by minimizing duplication of services. Further, a coordinated plan must be developed through a process that includes participation by seniors, individuals with disabilities, representatives of public, private and nonprofit transportation and human services transportation providers, and other members of the public. While the plan is only required in communities seeking funding under the Section 5310 program, a coordinated plan should incorporate activities offered under other programs sponsored by Federal, State, and local agencies to greatly strengthen its impact.

- b. Required Elements. Projects selected for funding shall be included in a coordinated plan that minimally includes the following elements at a level consistent with available resources and the complexity of the local institutional environment:
- (1) An assessment of available services that identifies current transportation providers (public, private, and nonprofit);
 - (2) An assessment of transportation needs for individuals with disabilities, including those who use wheelchairs, and older adults. This assessment can be based on the experiences and perceptions of the planning partners, more sophisticated data collection efforts, and gaps in service;
 - (3) Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery;
 - (4) Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified; and

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- (5) Where less than 100 percent fleet accessibility for demand-response service is anticipated, a demonstration of how the requirement for equivalent service will be met.
- c. Local Flexibility in the Development of a Local Coordinated Public Transit–Human Services Transportation Plan. The decision for determining which agency has the lead for the development and coordination of the planning process should be made at the State, regional, and local levels. FTA recognizes the importance of local flexibility in developing plans for human services transportation. Therefore, the lead agency for the coordinated planning process may be different from the State or the agency that will serve as the Designated Recipient for the Section 5310 program. FTA supports communities building on existing assessments, plans, and action items. FTA encourages communities to consider inclusion of new partners, new outreach strategies, and new activities related to the targeted programs and populations.

Plans will vary based on the availability of resources and the existence of populations served under these programs. A rural community may develop its plans based on perceived needs emerging from the collaboration of the planning partners, whereas a large urbanized community may use existing data sources to conduct a more formal analysis to define service gaps and identify strategies for addressing the gaps.

This type of planning is also an eligible activity under four other FTA programs—the Metropolitan Planning (Section 5303), Statewide Planning (Section 5304), Section 5311, and Section 5307 programs—all of which may be used to supplement the limited (10 percent) planning and administration funding under this program. Other resources may also be available from other entities to fund coordinated planning activities. All “planning” activities undertaken in UZAs, regardless of the funding source, must be included in the Unified Planning Work Program of the applicable MPO.

- d. Tools and Strategies for Developing a Coordinated Plan. States and communities may approach the development of a coordinated plan in different ways. The amount of available time, staff, funding, and other resources should be considered when deciding on specific approaches. Regardless of the method chosen, seniors; individuals with disabilities, including wheelchair users; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public must be involved in the development and approval of the coordinated plan. The following is a list of potential strategies for consideration:
 - (1) Community Planning Session. A community may choose to conduct a local planning session with a diverse group of stakeholders in the community. This

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session would be intended to identify needs based on personal and professional experiences and strategies to address the needs, as well as to set priorities based on time, resources, and feasibility for implementation. This process can be done in one meeting or over several sessions with the same group. It is often helpful to identify a facilitator to lead this process. Also, as a means to leverage limited resources and to ensure broad exposure, this could be conducted in cooperation or coordination with the applicable metropolitan or statewide planning process.

- (2) Focus Groups. A community could choose to conduct a series of focus groups within communities that provides opportunity for greater input from a greater number of representatives, including transportation agencies, human service providers, and passengers. This information can be used to inform the needs analysis in the community. Focus groups also create an opportunity to begin an ongoing dialogue with community representatives on key issues, strategies, and plans for implementation.
 - (3) Survey. The community may choose to conduct a survey to evaluate the unmet transportation needs within a community and/or available resources. Surveys can be conducted through mail, email, or in-person interviews. Survey design should consider sampling, data collection strategies, analysis, and projected return rates. Surveys should be designed taking into account accessibility considerations, including alternative formats, access to the Internet, literacy levels, and limited English proficiency.
 - (4) Detailed Study and Analysis. A community may decide to conduct a complex analysis using inventories, interviews, GIS mapping, and other types of research strategies. A decision to conduct this type of analysis should take into account the amount of time and funding resources available, and communities should consider leveraging State and MPO resources for these undertakings.
6. PARTICIPATION IN THE COORDINATED PUBLIC TRANSIT–HUMAN SERVICES TRANSPORTATION PLANNING PROCESS. Recipients shall certify that the coordinated plan was developed and approved through a process that included participation by seniors; individuals with disabilities, including wheelchair users; representatives of public, private, and nonprofit transportation and human services providers; and other members of the public. Note that the required participants include not only transportation providers but also providers of human services and members of the public who can provide insights into local transportation needs. It is important that stakeholders be included in the development, approval, and implementation of the local

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coordinated public transit–human services transportation plan. A planning process in which stakeholders provide their opinions but have no assurance that those opinions will be considered in the outcome does not meet the requirement of “participation.” Explicit consideration and response should be provided to public input received during the development of the coordinated plan. Stakeholders should have reasonable opportunities to be actively involved in the decision-making process at key decision points, including, but not limited to, development and approval of the proposed coordinated plan document. The following possible strategies facilitate appropriate inclusion:

- a. Adequate Outreach to Allow for Participation. Outreach strategies and potential participants will vary from area to area. Potential outreach strategies could include notices or flyers in centers of community activity; newspaper or radio announcements; email lists; website postings; and invitation letters to other government agencies, transportation providers, human services providers, and advocacy groups. Conveners should note that not all potential participants have access to the Internet, and they should not rely exclusively on electronic communications. It is useful to allow many ways to participate, including in-person testimony, mail, email, and teleconference. Any public meetings regarding the plan should be held in a location and time where accessible transportation services can be made available and adequately advertised to the general public using techniques such as those listed above. In addition, interpreters for individuals with hearing impairments and limited English proficiency and accessible formats (e.g., large print, Braille, electronic versions) should be provided as needed and required by law.

Consideration should be given to including groups and organizations such as the following in the coordinated planning process if present in the community:

(1) Transportation Partners:

- (a) Area transportation planning agencies, including MPOs; councils of government (COGs); rural planning organizations (RPOs); regional councils; associations of governments; State Departments of Transportation; and local governments;
- (b) Public transportation providers, including ADA paratransit providers and agencies administering the projects funded under FTA urbanized and rural programs;
- (c) Private transportation providers, including private transportation brokers; taxi and TNC operators; vanpool providers; school transportation operators; and intercity bus operators;

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- (d) Nonprofit transportation providers, including volunteer programs;
 - (e) Past or current organizations funded under the Section 5310, Job Access and Reverse Commute (JARC), and/or New Freedom programs; and
 - (f) Human service agencies funding, operating, and/or providing access to transportation services.
- (2) Passengers and Advocates:
 - (a) Existing and potential riders, including both general and targeted population passengers (individuals with disabilities and seniors);
 - (b) Protection and advocacy organizations;
 - (c) Representatives from independent living centers; and
 - (d) Advocacy organizations working on behalf of targeted populations.
- (3) Human Service Partners:
 - (a) Agencies that administer health, employment, or other support programs for targeted populations. Examples of such agencies include, but are not limited to, departments of social/human services; employment one-stop services; vocational rehabilitation; workforce investment boards; Medicaid; community action programs (CAP); Agency on Aging (AoA); Developmental Disability Council; community services board; and centers for independent living;
 - (b) Nonprofit human service provider organizations that serve the targeted populations;
 - (c) Job training and placement agencies;
 - (d) Housing agencies;
 - (e) Healthcare facilities; and
 - (f) Mental health agencies.
- (4) Other:
 - (a) Security and emergency management agencies;

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- (b) Tribes and tribal representatives;
- (c) Economic development organizations;
- (d) Faith-based and community-based organizations;
- (e) Representatives of the business community (e.g., employers);
- (f) Appropriate local or State officials and elected officials;
- (g) School districts; and
- (h) Policy analysts or experts.

Note: Participation in the planning process will not bar providers (public or private) from bidding to provide services identified in the coordinated planning process. This planning process differs from the project selection process, and it differs from the development and issuance of a request for proposal (RFP) as described in the Uniform Guidance (2 CFR Part 200).

- b. Levels of Participation. The suggested list of participants above neither limits participation by other groups nor requires participation by every group listed. Communities will have different types of participants depending on population and size of community, geographic location, and services provided at the local level. FTA expects that planning participants will have an active role in the development, approval, adoption, and implementation of the plan. Participation may remain low even though a good faith effort is made by the lead agency to involve passengers; representatives of public, private, and nonprofit transportation and human services providers; and others. The lead agency convening the coordinated planning process should document the efforts it utilized, such as those suggested above, to solicit involvement and should modify its outreach if participation is low. Alternative times/places/formats may increase participation.

In addition, Federal, State, regional, and local policy makers, providers, and advocates should consistently engage in outreach efforts that enhance the coordinated process because it is important that all stakeholders identify the opportunities that are available in building a coordinated system. To increase participation at the local levels from human service partners, State Department of Transportation offices are encouraged to work with their partner agencies at the State level to provide information to their constituencies about the importance of partnering with human services transportation programs and the opportunities that are available through building a coordinated system.

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- c. Adoption of a Plan. As a part of the local coordinated planning process, the lead agency, in consultation with participants, should identify the process for approving and adopting the plan, and this process must include participation by stakeholders identified in the law: seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public. A strategy for adopting the plan could also be included in the State's SMP and the Designated Recipient's PMP, further described in Chapter VII.

FTA will not formally review and approve coordinated plans. The recipient's grant application (see Appendix A) will document the plan from which each project listed is included, including the lead agency, the date of adoption of the plan, or other appropriate identifying information. This may be done by citing the section of the plan or page references from which the project is included.

7. RELATIONSHIP TO OTHER TRANSPORTATION PLANNING PROCESSES.

- a. Relationship Between the Coordinated Planning Process and the Metropolitan and Statewide Transportation Planning Processes. The coordinated plan either may be developed separately from the metropolitan and statewide transportation planning processes and then incorporated into the broader plans or developed as a part of the metropolitan and statewide transportation planning processes. If the coordinated plan is not prepared within the broader process, the lead agency for the coordinated plan should ensure coordination and consistency between the coordinated planning process and metropolitan or statewide planning processes. For example, planning assumptions should not be inconsistent. Projects identified in the coordinated planning process and selected for FTA funding must be incorporated into both the TIP and STIP in UZAs with populations of 50,000 or more and incorporated into the STIP for rural areas under 50,000 in population. Depending on the projects resulting from the coordinated planning and selection process, a single line item on the TIP/STIP for capital or operating projects may be sufficient. However, a recipient may need to consider more detailed programming, such as categorizing the projects based on the types of projects (capital or operating) and/or types of subrecipients, e.g., nonprofit, public entity, etc. In some areas, where the coordinated plan or project selection is not completed in a time frame that coincides with the development of the TIP/STIP, the TIP/STIP amendment processes will need to be utilized to include selected projects in the TIP/STIP before FTA Award. The lead agency developing the coordinated plan should communicate with the relevant MPOs, State Departments of Transportation, or regional planning agencies at an early stage in plan development. States with coordination programs may wish to incorporate the needs and strategies identified in local coordinated plans into statewide coordination plans. Depending upon the

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structure established by local decision makers, the coordinated planning process may or may not become an integral part of the metropolitan or statewide transportation planning processes. State and local officials should consider the fundamental differences in scope, time horizon, and level of detail between the coordinated planning process and the metropolitan and statewide transportation planning processes. However, there are important areas of overlap between the planning processes. Areas of overlap represent opportunities for sharing and leveraging resources between the planning processes for such activities as:

- Needs assessments based on the distribution of targeted populations and locations of employment centers, employment-related activities, community services and activities, medical centers, housing, and other destinations;
- Inventories of transportation providers/resources, levels of utilization, duplication of service, and unused capacity;
- Gap analyses;
- Any eligibility restrictions; and
- Opportunities for increased coordination of transportation services.

Local communities may choose the method for developing plans that best fits their needs and circumstances.

- b. Relationship Between the Requirement for Public Participation in the Coordinated Plan and the Requirement for Public Participation in Metropolitan and Statewide Transportation Planning. Title 49 U.S.C. 5303(i)(6) and 5304(f)(3) require MPOs and States to engage interested parties in preparing transportation plans, TIPs, and STIPs. “Interested parties” include, among others, affected public agencies, private providers of transportation, representatives of users of public transportation, and representatives of individuals with disabilities.

MPOs and/or States may work with the lead agency developing the coordinated plan to coordinate schedules, agendas, and strategies of the coordinated planning process with metropolitan and statewide planning in order to minimize additional costs and avoid duplication of efforts. MPOs and States must still provide opportunities for participation when planning for transportation related activities beyond the coordinated public transit–human services transportation plan.

- c. Participants in the Planning Process. Metropolitan and statewide planning under 49 U.S.C. 5303 and 5304 require consultation with an expansive list of stakeholders. There is significant overlap between the lists of stakeholders identified under those provisions (e.g., private providers of transportation, representatives of transit users,

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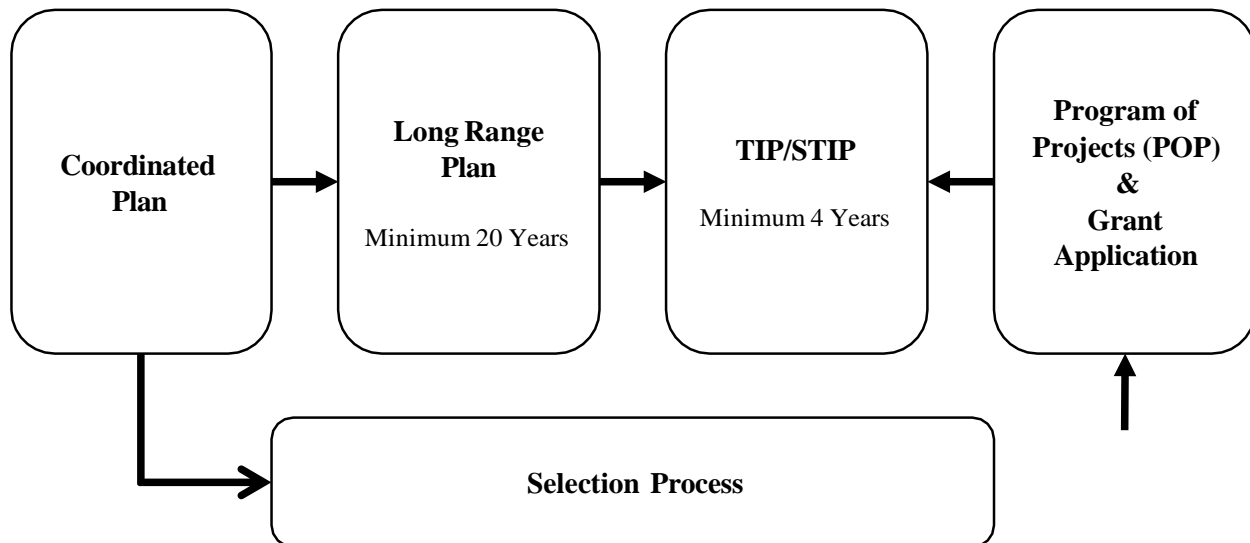
- and representatives of individuals with disabilities) and the organizations that should be involved in preparation of the coordinated plan.
- d. Cycle and Duration of the Coordinated Plan. At a minimum, the coordinated plan should follow the update cycles for metropolitan transportation plans (MTPs) (i.e., four years in air quality nonattainment and maintenance areas and five years in air quality attainment areas). States, MPOs, Designated Recipients, and public agencies that administer or operate major modes of transportation should set up a cycle that is conducive to and coordinated with the metropolitan and statewide planning processes to ensure that selected projects are included in the TIP and STIP and to receive funds in a timely manner.
 - e. Role of Transportation Providers that Receive FTA Funding Under the Urbanized and Rural Area Formula Grant Programs in the Coordinated Planning Process. Recipients of Section 5307 and Section 5311 assistance are the “public transit” in the coordinated public transit–human services transportation plan, and their participation is assumed and expected. Further, 49 U.S.C. 5307(b)(5) requires that, “Each recipient of a grant shall ensure that the proposed POP provides for the coordination of public transportation services ... with transportation services assisted from other United States Government sources.” In addition, 49 U.S.C. 5311(b)(2)(C)(ii) requires the Secretary of DOT to determine that a State’s Section 5311 projects “provide the maximum feasible coordination of public transportation service ... with transportation service assisted by other Federal sources.” Finally, under the Section 5311 program, States are required to expend 15 percent of the amount available to support intercity bus service.

FTA expects the coordinated planning process in rural areas to take into account human service needs that require intercity transportation.

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FIGURE V-1: COORDINATED PLAN RELATIONSHIP TO SELECTION AND PLANNING PROCESSES

The schematic here illustrates the relationship between the coordinated plan and the metropolitan and statewide planning processes.



8. TECHNICAL ASSISTANCE FOR HUMAN SERVICES TRANSPORTATION. The DOT, FTA, and partner agency participants in the CCAM support a range of technical assistance initiatives for coordinating human services transportation. These programs and centers are charged with providing training, resources, and direct assistance to communities and States interested in enhancing the mobility and transportation options for all citizens, including older adults, individuals with disabilities, and people with low incomes.

A list of technical assistance and training resources available for providers of human services transportation can be found on [FTA's website](#).

9. LABOR PROTECTIONS. Title 49 U.S.C. 5333(b) requires that, as a condition of FTA financial assistance, fair and equitable arrangements be made to protect the interests of employees affected by such assistance. The Department of Labor (DOL) is responsible under Federal law for the administration of Section 5333(b).

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Section 5310 gives the Secretary of Transportation the discretion to determine the terms and conditions “necessary and appropriate” for grants under this section. In 1974, the Secretary determined that it was not “necessary or appropriate” to apply the conditions of Section 5333(b) to subrecipients participating in the Section 5310 program.

Nevertheless, case-by-case determinations of the applicability of 49 U.S.C. 5333(b) will be made for all transfers of “flex funds” for Section 5310 purposes.

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CHAPTER VI

PROGRAM MANAGEMENT AND ADMINISTRATIVE REQUIREMENTS

1. PROGRAM ADMINISTRATIVE REQUIREMENTS AND OTHER PROVISIONS.

Award administration requirements are outlined in Circular 5010.1, “Award Management Requirements.” Most of the information and requirements outlined in this circular are specific to Section 5310 funding. Unless an issue is specifically addressed in this circular or in other FTA guidance specific to the Section 5310 program, recipients should reference FTA Circular 5010.1, which provides guidance for other FTA programs, for project management issues not unique to Section 5310.

In addition to the aforementioned program-specific requirements covered in the previous chapters of this circular and earlier in this chapter, FTA recipients are held to a number of FTA-specific and other Federal laws and requirements. Refer to FTA’s Master Agreement for additional requirements.

2. EQUIPMENT MANAGEMENT.

General. In general, under 2 CFR Part 200 (also referred to as the Uniform Guidance), States may use, manage, and dispose of equipment acquired under a Section 5310 grant in accordance with State laws and procedures. State recipients must dispose of federally assisted property acquired with an Award by the State in accordance with State laws and procedures. Subrecipients of States will follow such policies and procedures allowed by the State with respect to disposition of equipment acquired with an FTA Award. Per 2 CFR 200.313, if an item of equipment purchased with Federal assistance has met its minimum useful life and is sold for \$10,000 or less, the recipient may retain the full proceeds from the disposition. If the proceeds are greater than \$10,000, then, per 49 U.S.C. 5334(h)(4)(B), the recipient may retain \$5,000 and the percentage of the local share in the original Award of the remaining proceeds, with the remaining Federal share returned to FTA. In either case, selling and handling expenses are not permitted to be deducted from the amount returned or in determining the sale proceeds. Non-State Section 5310 recipients are not afforded the flexibility to follow internal procedures and are required to follow the requirements included in 2 CFR Part 200. Please see C. 5010.1 for specific guidance on disposition of equipment.

- a. Transfer of Property. Section 5310 (g) permits a recipient to transfer facilities and equipment acquired with assistance under Section 5310 to any entity eligible to receive assistance under 49 U.S.C. Chapter 53 with the consent of the entity currently in possession of such facilities or equipment, if the facility or equipment will continue

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to be used in accordance with the requirements of Section 5310. This provision complements the Uniform Guidance requirements regarding the management of equipment and extends the recipient's flexibility in the management of facilities, including real property.

The entity receiving equipment or facilities under this provision to provide Section 5310 service must comply with all the State and Federal requirements for Section 5310 recipients. The names of the entities involved in the transfer of equipment or real property, along with a description of the equipment or real property transferred, should be included in a new or revised POP. The transfer may be shown in the POP for any active Award. It does not have to be in the Award under which the equipment or property was originally funded.

In addition, 49 U.S.C. 5334(h)(1) through (3) allows facilities and equipment and other assets (including land) that are no longer needed for the purposes for which they were acquired to be transferred to a local governmental authority to be used for a public purpose with no further obligation to the Federal government or to a local governmental authority, nonprofit organization, or other third-party entity if, among other factors, it will be used for transit-oriented development (TOD) and includes affordable housing and if it is authorized by the Secretary of Transportation (i.e., approved by FTA). Recipients should review the current FTA Circular 5010.1 and contact their FTA Regional Office for further information.

- b. Vehicle Useful Life and Replacement Standards. FTA Circular 5010.1 provides guidance for recipients regarding vehicle useful life and replacement standards. The Uniform Guidance provides that a State will use, manage, and dispose of federally assisted property acquired under an Award by the State in accordance with State laws and procedures, 2 CFR 200.313(b). Designated Recipients that are not a State must adhere to the vehicle useful life criteria that are detailed in FTA Circular 5010.1.
3. VEHICLE USE. FTA encourages maximum use of vehicles funded under the Section 5310 program. Consistent with the requirements under 2 CFR Part 200, vehicles are to be used first for program-related needs for which a Section 5310 Award is made and then to meet other Federal programs or project needs, providing these uses do not interfere with the project activities originally funded. If the vehicle is no longer needed for the original program or project, the vehicle may be used in other activities currently or previously supported by a Federal agency. Disposition information is included in FTA Circular 5010.1. States and their subrecipients should follow State laws and procedures for disposing of equipment. Note there are specific requirements under 49 U.S.C. 5334

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pertaining to disposition, and these requirements are outlined in the current Award Management Circular (5010.1).

Vehicles may be used:

- a. For Section 5310 Project and Program Purposes. Recipients should consider how best to meet the needs of all seniors and people with disabilities in a particular community in the recipient's project selection process. The program must provide for maximum feasible coordination with transportation services assisted by other Federal sources. Subrecipients should be encouraged, to the extent feasible, to also provide service to seniors and people with disabilities not affiliated with their agency, as well as to the general public, on an incidental basis if such service does not interfere with transportation services for seniors and people with disabilities. In some situations, it may be appropriate to provide Section 5310 assistance to an agency to provide transportation exclusively to its own clients, but even in situations in which it is not feasible for the agency to provide services to those in the community beyond its own clients, that agency must, when practicable, make the vehicle itself available to provide transportation service to other seniors and people with disabilities at times the agency is not using the vehicle for award-related purposes. The recipient shall use the vehicle in the project or program for which it was acquired as long as needed, even if the project does not continue to receive Federal funding.
- b. For Other Federal Programs or Project Purposes. During the period the vehicle is used to serve the project or program needs for which it was acquired, the recipient or subrecipient shall make it available for use on other projects or programs, as long as such other use does not interfere with the service for which the vehicle was originally acquired. First preference for such other use will be given to other projects or programs sponsored by FTA, and second preference will be given to projects or programs sponsored by other Federal agencies. Finally, vehicles may be used by non-federally funded providers, first to meet the needs of seniors and people with disabilities and then to serve the transportation needs of the general public on an incidental basis.
- c. Incidental Use. Incidental use is when a recipient or subrecipient allows the use of federally funded assets by another entity for non-public transit purposes. Incidental use of federally funded assets is permitted for recipients of funding under all FTA programs, including Section 5310. The incidental use cannot interfere with the purpose of the original grant (2 CFR 200.313). That is, the non-transit activity may not reduce or limit transit service provided with those same assets. Incidental use, by definition, is not public transportation. Thus, it is impossible for an incidental use trip

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to be a public transportation trip. FTA is required to exclude service data for incidental use from the apportionment of formula grants.

- (1) For Meal Delivery. Under the Incidental Use policy, transit service providers receiving assistance under this section may coordinate and assist in providing meal delivery services for homebound people on a regular basis, if the meal delivery services do not conflict with the provision of transit services or result in a reduction of service to transit passengers. The number and size of vehicles applied for under Section 5310 must be determined only by the number of passengers to be transported, not meal delivery capacity. Section 5310 funds may not be used to purchase special vehicles to be used solely for meal delivery or to purchase specialized equipment, such as racks or heating or refrigeration units, related to meal delivery. For further information regarding incidental use, please refer to FTA Circular 5010.1.
4. LEASING VEHICLES ACQUIRED WITH SECTION 5310 FUNDS. Vehicles acquired under the Section 5310 program may be leased to other entities such as local governmental authorities or agencies, other private nonprofit agencies, or private for-profit operators. Under such a lease, the lessee operates the vehicles on behalf of the Section 5310 subrecipient and provides transportation to the subrecipient's clientele as described in the grant application.

The lease between the Section 5310 subrecipient and the lessee contains the terms and conditions that must be met in providing transportation service to seniors and people with disabilities. Because the purpose of the Section 5310 grant is to provide transportation service to seniors and people with disabilities, other uses of the vehicle are permitted only as long as such uses do not interfere with service to seniors and people with disabilities.

The recipient, being responsible for ensuring that the terms and conditions of the original Award with FTA are met, must agree, in writing to each lease between the subrecipient and the lessee. Such an agreement should specify that the leased vehicle shall be used to provide transportation service to seniors and people with disabilities and that the vehicle may be used for incidental purposes only after the needs of these individuals have been met.

Recipients may lease any of their assets to others on an incidental basis so long as the lease agreement holds the lessee responsible for compliance with all of the requirements the recipient itself is responsible for. Thus, the lessee must adhere to applicable and relevant terms and conditions of FTA's master agreement in the maintenance and use of the asset. For example, a recipient may not lease its revenue vehicles to a private

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company to conduct charter operations except to the extent the recipient itself would be able to conduct charter operations.

A recipient may lease its assets to a private entity to operate in public transit service so long as the entity has been selected through a competitive process and so long as the lease agreement obliges the lessee to adhere to all of the applicable and relevant requirements of the FTA master agreement. A finite lease term, as well as a clear price and scope of work, should be established.

5. TITLE TO VEHICLES. When leasing a vehicle to another entity, the recipient is encouraged to either hold title or record a lien against the title to vehicles. This is not mandatory, however. What is mandatory is that the recipient establish continuing control over the vehicles and accept the responsibility for continued public transit use of the vehicles and, more particularly, use for Section 5310 purposes, whether by the recipient or a subrecipient. If there is a substantial public transit benefit to be gained, such as low-cost, blanket insurance or bulk purchase of fuels or maintenance and supplies at rates less expensive than available to the subrecipient, then the recipient should consider retaining title in a governmental entity that can provide for the same and agrees to be bound by all the terms and conditions of the Award.
6. SATISFACTORY CONTINUING CONTROL AND RESPONSIBILITY. When vehicles, capital equipment, or facilities are acquired, built, or improved for use by any entity utilizing FTA funding, provisions must be made to ensure satisfactory continuing control of the vehicles, capital equipment, and facilities funded. While the recipient may delegate these responsibilities to another entity, the recipient is ultimately responsible for compliance with this requirement.
7. REPORTING REQUIREMENTS.
 - a. Annual Program of Projects Status Reports. The status reports should be submitted electronically and are intended to meet minimal program information needs at the regional and national levels. Reports should include an updated POP for each approved Award that contains active projects. The updated POP should reflect revised project descriptions, changes in projects from one category to another, and adjustments within budget categories, if applicable. The updated POP can be imported as text into the project summary section of the Electronic Status Report.

If revisions to the POP result in changes to the line-item budget for the Award, appropriate prior approvals and post-award modifications, including amendments and budget revisions, may be required and documented in TrAMS. Significant civil rights compliance issues (such as Title VI, Equal Employment Opportunity [EEO], or

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Disadvantaged Business Enterprise [DBE] complaints against the recipient or subrecipients) occurring during the year should be addressed in the Annual Status report. In addition, the recipient may report notable accomplishments or problems involving Section 5310 subrecipients.

- b. Milestone Progress Reports (MPR). For Activity Line Items for which milestones were required at the time of grant application (e.g., for vehicle procurements, construction projects, and program reserve) and any added through post-award modifications, the recipient should enter revised milestone dates as part of the Annual Report. If the estimated completion date for the grant has changed, the revised date should be entered, with an explanation as to why the date has changed.
- c. Federal Financial Report (FFR). The recipient must submit electronically an annual FFR for each active Award for the period ending September 30. For the purpose of this report, funds are considered encumbered when agreements are signed with subrecipients. Reports should be prepared using the accrual method of accounting.
- d. Disadvantaged Business Enterprise (DBE) Reports. If the State or Designated Recipient receives planning, capital, and/or operating assistance and awards prime contracts exceeding \$250,000 in FTA funds in a Federal fiscal year, DOT regulations require the State or Designated Recipient to have a DBE program and establish a DBE goal methodology that applies to all direct and subrecipient contracting activity resulting from those funds. Subrecipients must follow the recipient's established DBE program. FTA recipients that meet the above thresholds must submit a DBE goal to FTA for review by August 1 at three-year intervals, based on a schedule established by FTA. Such recipients must also submit the Uniform Report of DBE Awards/Commitments on June 1 and December 1 of each year.
- e. Transit Vehicle Manufacturer Disadvantaged Business Enterprise (DBE) Program Requirement. Recipients must ensure that each transit vehicle manufacturer (TVM), as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, certifies that it has complied with the requirements of 49 CFR Part 26, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs." The recipient is obligated to determine, by checking the TVM listing on [FTA's website](#) or by checking with FTA's Office of Civil Rights at the time of bid opening, that the manufacturer likely to receive the contract is in compliance with Part 26.

TVMs must establish and submit to the FTA Office of Civil Rights for approval an annual overall percentage goal. In setting this overall goal, manufacturers should be guided, to the extent applicable, by the principles underlying 49 CFR 26.45. TVMs

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that are certified to bid on federally funded transit agency contracts are listed on FTA's website. For further guidance, contact the FTA Office of Civil Rights.

8. NATIONAL TRANSIT DATABASE (NTD) REPORTING. Section 5335(c) requires all FTA recipients, including recipients under Section 5310, to report an asset inventory or condition assessment conducted by the recipient to the NTD
9. DRUG AND ALCOHOL TESTING. Recipients or subrecipients that receive only Section 5310 program assistance are not subject to FTA's D&A testing rules but must comply with the Federal Motor Carrier Safety Administration (FMCSA) rule for all employees who hold commercial driver's licenses (49 CFR Part 382). Section 5310 recipients and subrecipients that also receive funding under one of the covered FTA programs (Section 5307, 5309, or 5311) should include any employees funded under Section 5310 projects in their testing program. An FTA compliant testing program, as required by the receipt of FTA operating or capital funding (5307, 5309, 5311), may be used for Section 5310 employees; there is no need to have separate testing programs. Employees of a subrecipient of Section 5310 funds from a State or Designated Recipient of another FTA program (e.g., 5307 or 5311) should also be included in the Designated Recipient's testing program. States and Designated Recipients that receive funds for Sections 5307, 5309, or 5311, in addition to Section 5310, should consult FTA's regulation at 49 CFR Part 655, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations." The regulation applies to recipients of funds identified above. The regulation requires that FTA recipients follow the D&A testing procedures found in applicable FTA (49 CFR Part 655) and DOT (49 CFR Part 40) regulations.

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CHAPTER VII

STATE AND PROGRAM MANAGEMENT PLANS

1. GENERAL. The SMP is a document that describes the State's policies and procedures for administering FTA's Section 5310, 5311, and 5339(a) programs. The PMP is a document that describes the Designated Recipient's policies and procedures for administering FTA's Section 5310 program in a large urbanized area. The requirements for the PMP are the same as those for the SMP with exception that the PMP is developed by Designated Recipients in large urbanized areas, whereas the SMP is developed by the State.

Each recipient, whether a State or a Designated Recipient in a large urbanized area, is required to have an approved SMP/PMP on file with the appropriate FTA Regional Office and to update it regularly to incorporate any changes in program management or new requirements. The recipient shall provide an opportunity for review by stakeholders when it develops a new plan or significantly revises an existing plan. In addition, development of SMP/PMPs should be done in the context of local and statewide planning processes. Certain contents of the SMP/PMP, such as coordination of service, project selection criteria, and method of distributing funds, should be coordinated with the STIP and TIP.

At the State level, the State may include the required SMP for Section 5310 and 5311 and 5339(a) programs in a single document or separate documents. Further, where Designated Recipients serve multiple population areas (e.g., the State is the Designated Recipient for a large urbanized area(s) and areas under 200,000 in population), the Designated Recipient may choose to have a single management plan, provided it adequately addresses policies and procedures for each of the areas and subrecipients from the respective population areas know which policies and procedures are relevant to them.

2. PURPOSE. The SMP/PMP is intended to facilitate both recipient management and FTA oversight by documenting the State's and Designated Recipient's procedures and policies for administering the Section 5310 program. The SMP/PMP should be a document that is useful to the State, Designated Recipient, subrecipients, and FTA. At a minimum, this document must include the recipient's program objectives, policies, procedures, and administrative requirements in a form readily accessible to potential subrecipients, recipient staff, FTA, and the public. The SMP/PMP's primary purposes are to serve as the basis for FTA to perform recipient-level management reviews of the program and to provide public information on the recipient's administration of the Section 5310 program. It may also be used internally by the recipient as a program guide for local project

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applicants. If the recipient has other relevant documentation that provides the same information requested for the SMP/PMP, such as an annual application instructions manual, it may be included by reference as an attachment.

3. MANAGEMENT PLAN REVIEWS. FTA conducts oversight reviews to assess recipient compliance with Federal requirements. When a State Management or Triennial Review is scheduled, FTA's contractors request a copy of the current SMP or PMP as part of the Recipient Information Request. The contractor confirms with the FTA Regional Office that the SMP or PMP received is the current FTA approved plan and that there have been no changes. During the site visit, the Contractor determines if the plan reflects current policy and procedures as the related area is addressed and discusses any significant changes made to the plan since the last review. Review findings relating to the SMP might include recommendations that the Designated Recipient revise the SMP/PMP to reflect its actual procedures or that it change its procedures, document them in revisions to the SMP/PMP, and submit to the FTA Regional Office for approval.
4. MANAGEMENT PLAN CONTENT. While there is no prescribed format for the SMP/PMP, the plan should address the following topics and provide the information as requested for each topic below.
 - a. Program Goals and Objectives. Describe the philosophy and policy underlying the recipient's management of the Section 5310 program. Include a description of any process that exists for establishing long-term goals for providing transportation services to seniors and people with disabilities in the recipient's area, including the process for long range planning and consultation with elected officials.
 - b. Roles and Responsibilities. Specify the agencies designated to administer the Section 5310 program. Explain the respective roles and responsibilities of the recipients and their subdivisions, other recipient agencies or review boards, local governments, private providers, local applicants, and other involved parties.
 - c. Coordination. Describe how the recipient coordinates with other agencies at the State or Designated Recipient level and encourages and enhances coordination at the project level. This could include a description of any recipient-level coordinating mechanisms, legislation, review boards, and State or Designated Recipient policies that encourage or mandate coordination at the local level.
 - d. Eligible Subrecipients. Describe which entities are eligible to apply for funds and describe any recipient eligibility requirements that are more restrictive than Federal eligibility.

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- e. Local Share and Local Funding Requirements. Describe any recipient policies on provision of local matching share. Include a description of any programs which provide matching funds for Section 5310.
- f. Project Selection Criteria and Method of Distributing Funds. A competitive selection process is not required; whether or not the recipient engages in a competitive selection process, the recipient should describe the recipient's criteria for selecting projects and distributing funds among various applicants. Whether the recipient uses a formula for allocation, imposes its own limitations on use of the funds, or uses an entirely discretionary selection process, the plan should explain the policy rationale and the methods used. This description should include the recipient's procedures for (1) assuring equity of distribution of benefits among eligible groups within the State or urbanized area, as required by title VI of the Civil Rights Act; (2) assuring that projects were included in a locally developed coordinated plan; and (3) documenting evidence that the local coordinated plan was developed and approved in cooperation with stakeholders, including individuals with disabilities and seniors utilizing transportation services.
- g. Annual Program of Projects Development and Approval Process. Describe the recipient's process and timetable for soliciting, reviewing, and approving applications for local projects to be included in the State's annual POP for Section 5310. The SMP/PMP may include instructions to potential subrecipients on how to prepare local project applications.
- h. State Administration, Planning, and Technical Assistance. Describe how the recipient uses Section 5310 funds within the 10 percent limitation for administration, planning, and technical assistance. Also describe additional resources, including planning, technical, and management assistance, the recipient makes available to local areas and/or subrecipients.
- i. Transfer of Funds. Describe any policy the State has for transferring funds between rural and small urbanized areas or to any area of the State if the State has a statewide program for meeting the objectives of Section 5310.
- j. Private Sector Participation. Describe the recipient's procedures for providing for maximum feasible participation by private providers of public transportation.
- k. Civil Rights. Describe how the recipient meets Federal civil rights requirements and monitors subrecipients to ensure compliance with the requirements of title VI, EEO, and DBE. The management plan must include title VI requirements detailed in FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit

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- Administration Recipients,” including the recipient’s efforts to assist minority applicants and to include subrecipients serving significant minority populations.
- l. Section 504 and ADA Reporting. Describe the recipient’s method for monitoring subrecipients’ compliance with Section 504 and ADA regulations and for processing the plans, reports, and certifications submitted to it under the provisions of those regulations. In particular, if the recipient’s Demand Response (DR) fleet does not consist of 100 percent accessible vehicles, describe the recipient’s activities to ensure that equivalent service is provided to persons with disabilities, including wheelchair users.
 - m. Program Measures. Describe the recipient’s method for collecting and reporting the data for program measurement described in Chapters II and VI of this circular.
 - n. Program Management. Describe how the recipient administers its program management responsibilities in such areas as procurement; financial management; property management; vehicle use; maintenance and disposition; accounting systems; audit; and closeout. In addition, include any procedures for management, financial reviews, project monitoring, or on-site reviews. Describe any standards set by the recipient for matters such as productivity, cost effectiveness, or service standards. Detail any reporting requirements.
 - o. Other Provisions. Describe the process by which the recipient complies with other Federal requirements, such as environmental protection; Buy America provisions; pre-award and post-delivery reviews; restrictions on lobbying; prohibition of exclusive school transportation; and D&A testing, including the State’s procedures for monitoring compliance by subrecipients.
5. MANAGEMENT PLAN REVISIONS. All recipients must have an SMP/PMP approved by FTA on file with the FTA Regional Office. An approved SMP/PMP remains valid until FTA approves a later plan submitted by the recipient, an FTA management review results in a specific request to the recipient by FTA for a revised SMP/PMP, or FTA announces significant new program documentation requirements. FTA strongly encourages the recipient to issue timely revisions to the SMP/PMP, particularly when information helpful to minority applicants, subrecipients, and third-party contractors is involved. When the recipient proposes significant revisions to the SMP/PMP, it should give an opportunity to comment, at minimum, to potential subrecipients of assistance, potential service providers, other State agencies and representatives of other funding sources, and any relevant State associations and professional organizations.

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If revisions are substantive but not pervasive, the recipient may submit changes and additions in the form of page changes that can be approved by FTA and incorporated into the SMP/PMP on file. If the recipient changes the SMP/PMP significantly, however, it should submit the entire revised plan to FTA for approval. The recipient is responsible for ensuring that FTA has a complete copy of the current SMP/PMP. The recipient may submit minor changes and technical corrections to FTA to update the approved plan, without the need for additional FTA approval.

APPENDIX A**SAMPLE SECTION 5310 PROGRAM OF PROJECTS**

State:	
5310 Fiscal Year	
Apportionment (DS, DM, DL) ¹ :	\$
Carryover:	
Transfer Funds (plus or minus):	
Total Funds Available:	
Total number of subrecipients funded in this Program of Projects:	

1. **LIST OF PROJECTS.** Required subrecipient information includes the name of entity receiving the Award, amount of Award, location of the entity receiving the Award, and the primary location of performance under the Award, including the city or county and Congressional District.

¹ (DS = Rural Areas (under 50,000); DM - Small Urbanized Areas (50,000-200,000); DL = Large Urbanized Areas (200,000 or more))

2. CAPITAL, OPERATING, AND PROGRAM ADMINISTRATION.

(Projects may include reasonable contingencies. Subrecipient Types may include: a nonprofit organization, State or local governmental authority, or operators of public transportation).

Program of Projects & Subrecipients	City	Service Area Urban/Rural	Sub Type Private/Public	Project Description /ALI	Quantity	FTA Amount	Local Amount	Total Amount	Coordination Plan Date & Page	Eligible Project Type ²	Capital/Operating
Category A											
Sub A										(A)	
Sub B										(C)	
Sub C										(D)	
Sub D										(A)	
Sub E										(B)	
Total											
Category B											
Sub F										(A)	
Total											
Program Admin											
Grand Total											
Total Traditional 5310 55% Capital Amount											
Total Other Capital Amount											
Total Operating Expense Amount											

² Eligibility Project Type refers to 49 U.S.C. 5310 (b)(1) criteria

3. STATE ADMINISTRATION, PLANNING, AND TECHNICAL ASSISTANCE.

Funds not to exceed 10 percent of Section 5310 apportionment and any flex funds transferred to the Section 5310 account may be used to provide a 100 percent Federal share.

Subtotal State Administration (funded at 100 percent):	
SUBTOTAL STATE ADMINISTRATION:	

A list of technical assistance and training resources available for providers of human services transportation can be found on [FTA's website](#).

APPENDIX B**RELATIONSHIP BETWEEN COORDINATED PLANNING AND
METROPOLITAN AND STATEWIDE PLANNING (TABLE)**

Plan Name	Summary
Coordinated Public Transit - Human Services Transportation Plan	<p>49 U.S.C. 5310 requires preparation of a locally developed, coordinated public transit–human services transportation plan (coordinated plan) for all activities funded with Section 5310 funds.</p> <p>The coordinated plan is required to be developed and approved through a process that includes participation by seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public. The services funded will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of an Award from the Department of Health and Human Services, to the maximum extent feasible. This plan includes:</p> <ul style="list-style-type: none">• An assessment of available services that identifies current transportation providers (public, private, and nonprofit);• An assessment of transportation needs for individuals with disabilities, seniors, and people with low incomes;• Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery; and• Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies or activities identified. <p>The coordinated plan serves as the foundation for the program of projects and should be integrated into the metropolitan and statewide transportation planning processes and documents to demonstrate local policy support and Federal fund eligibility.</p>

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Plan Name	Summary
Metropolitan Transportation Plan or Statewide Long-Range Transportation Plan	<p>The Metropolitan Transportation Plan (MTP) is the official multimodal transportation plan that is developed, adopted, and updated by the MPO through the metropolitan transportation planning process. The MTP represents the consensus of State and local officials in the long-range (not less than 20 years) policies and investment priorities for the transportation system in metropolitan areas. The MTP includes both long-range and short-range program strategies/actions that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods.</p> <p>The statewide long-range transportation plan is a comparable plan that includes non-metropolitan and rural portions of the State as well as the MTP.</p> <p>MTP or statewide long-range transportation plan does the following:</p> <ul style="list-style-type: none"> • Identifies policies, strategies, and projects for the future; • Determines project demand for transportation services over 20 years; • Provides a focus on the systems level, including roadways, transit, nonmotorized transportation, and intermodal connections; • Provides estimated costs and identifies reasonably available financial sources for operation, maintenance, and capital investments; and • Articulates regional land use patterns, development trends, housing and transportation connections, mobility needs, and employment goals and plans. <p><i>Connections to the coordinated plan: By direct inclusion of or explicit reference to the coordinated plan, projects or strategies serving human services transportation needs over the 20-year planning horizon should be referenced in the MTP or statewide long-range transportation plan.</i></p>

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Plan Name	Summary
Transportation Improvement Program	<p>The Transportation Improvement Program (TIP) is a prioritized, financially constrained four-year program of federally supported projects addressing the most immediate implementation and priorities from the MTP. The TIP is developed and adopted by the MPO as part of the metropolitan transportation planning process and represents a consensus of State and local decision makers for allocating funds among the various capital and operating needs of the area.</p> <p>Under Federal law, the TIP:</p> <ul style="list-style-type: none">• Covers a minimum four-year period of investment and is updated at least every four years;• Represents realistic expectations on available funding (known as a fiscally constrained TIP) for projects and is not just a wish list;• Is incorporated into the Statewide Transportation Improvement Program (STIP); and• Has projects that are drawn from or consistent with the MTP. <p><i>Connections to the coordinated plan: All strategies proposed for funding under FTA's Section 5310 program are required to be listed in the TIP, which may include discrete projects or more aggregated program-level information. For example, a nonprofit seniors vanpool service could be listed in the TIP if it received a Section 5310 Award, or the TIP may just reference the amount of Section 5310 funding available to the area on an annual basis.</i></p>

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Plan Name	Summary
Statewide Transportation Improvement Program	<p>The STIP is a statewide prioritized, financially constrained four-year program of federally supported projects that is consistent with the statewide long-range transportation plan, MTPs, and TIPs. Joint approval by FTA and FHWA renders the projects, programs, and strategies contained in the STIP eligible for funding under FTA and FHWA programs.</p> <p>Under Federal law, the STIP:</p> <ul style="list-style-type: none"> • Covers a minimum four-year period of investment and is updated at least every four years; • Is realistic in terms of available or anticipated funding (known as a fiscally constrained STIP) and is not just a wish list of projects; and • Contains the projects, strategies, and programs of TIPs from throughout the State, as well as projects, programs, and strategies from non-metropolitan areas. <p><i>Connections to the coordinated plan: All strategies proposed for funding under FTA’s Section 5310 program are required to be listed in the STIP, which may include discrete projects or more aggregated program-level information. For example: a nonprofit seniors vanpool service could be listed in the STIP if it received a Section 5310 Award, or the STIP may just reference the amount of Section 5310 funding available to the area on an annual basis. Strategies and/or projects that receive Federal funding are required to be listed in the STIP—verbatim or by reference to the project listing included in TIPs of metropolitan areas of the State.</i></p>
Program of Projects	<p>FTA requires a POP for processing Section 5310 Awards. The POP is submitted to FTA for approval with the TrAMS grant application. The POP lists the subrecipients and indicates whether they include private nonprofit agencies, governmental authorities, or private operators of public transportation services and, in the case of a State application, designates whether they serve urbanized or rural populations and identifies any Indian Tribal agencies. In addition, the POP includes a brief description of the projects, total project costs, and the 5310 share for each project. The POP should also include funding amounts required for planning, technical assistance, and program administration.</p>

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Appendix B:

Transportation Service Provider Project Submittals

Agency Name:	Brooke Hancock Jefferson Metropolitan Planning Commission	County:	Jefferson
Service Area:	Jefferson, Brooke, Hancock	Grant Fund Source:	5310
Project Summary:			
<p>DESCRIPTION OF PROJECT - OHIO MOBILITY MANAGEMENT PROGRAM</p> <p>Project Summary/Outline</p> <ul style="list-style-type: none"> • Increase understanding and awareness of community transportation needs. • Increase awareness of current community transportation options and programs. • Ensure that transportation considerations are included in local and regional planning activities. • Increase local capacity for transportation services. • Assist individuals with accessing all community transportation options. • Ensure effective coordination among different transit agencies and human transportation service providers beyond county and state line. <p>Items Required</p> <ul style="list-style-type: none"> • Funding through the Elderly Individuals with Individuals with Disabilities (Section 5310) Program. <p>TOTAL COST ESTIMATE: 80,000.</p>			
Submitted by:	BHJ Metropolitan Planning Commission	Date:	7/22/2019



Agency Name:	South East Area Transit	County:	Muskingum
Service Area:	OMEGA Region	Grant Fund Source:	5310
Project Summary:			
DESCRIPTION OF PROJECT			
<p>Project Summary/Outline: The regional call center (Mid-Ohio Mobility Solutions) that is grant-funded through the Ohio Department of Transportation (ODOT) Office of Transit. Our goal for the call center is to help break the transportation barrier by linking people in the community with transportation options. We currently serve 13 counties which include; Belmont, Carroll, Coshocton, Columbiana, Guernsey, Harrison, Holmes, Jefferson, Muskingum, Tuscarawas and Morgan, Noble, Perry to the volume of people requiring transportation services in the OMEGA region. The call center provides callers with information on how to access transportation services, provides explanations of eligibility requirements for services and helps clients schedule appointments with transportation providers. The Mobility Manager for Muskingum County is the overseer of the Regional Call Center. The Regional Call Center would serve as the regional broker for region 9 (OMEGA Region) when/if The Ohio Department of Medicaid would change to a state wide brokerage system.</p>			
Items Required			
<ul style="list-style-type: none">• Staff• Building & Utilities• Mobility Manager•••			
TOTAL COST ESTIMATE: \$125,000			
Submitted by:	Shannon Hursey	Date:	09/02/19



Agency Name:	South East Area Transit	County:	Muskingum
Service Area:	Muskingum County	Grant Fund Source:	5310
Project Summary:			
DESCRIPTION OF PROJECT			
<p>Project Summary/Outline: South East Area Transit is the lead agency for the Mobility Management Program in Muskingum County. The Mobility Management Program helps eliminate transportation barriers with residents in Muskingum County. The Mobility Manager works with residents and community agencies to help provider's transportation options to residents of Muskingum County as well as the Regional Call Center.</p>			
Items Required			
<ul style="list-style-type: none">• Mobility Manager••••••			
TOTAL COST ESTIMATE: \$80,000			
Submitted by:	Shannon Hursey	Date:	09/02/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9 - Ohio	Grant Fund Source:	ODOT 5310 Program
Project Summary:			
<p>Description of Project On-Demand Mobile App Technology</p> <p>Project Summary/Outline:</p> <p>The development of a mobile device App could be a game-changer for seniors savvy with smartphones. An on-demand App would be an addition to transit options.</p> <p>Creating an App that is cost-efficient and user friendly that includes well-designed routes, provider lists and contact information can be helpful to the general public in understand what the transit and other specialized transportation services offered and then connect them with service providers.</p> <p>Items Required</p> <ul style="list-style-type: none">• Development of app• Promotion and education of app• Mobility Manager•••••• <p>TOTAL COST ESTIMATE: \$40-\$70,000</p>			
Submitted by:	Peggy Hickenbottom	Date:	7/23/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Western Belmont/Monroe County	Grant Fund Source:	FTA 5310
Project Summary:			
Description of Project Regional Connectivity – Route 800 Belt Line Shuttle Pilot Project			
Summary/Outline:			
<p>Route 800 Belt Line would provide access to and from the County seats of St Clairsville in Belmont and Woodsfield in Monroe County. Dropping county boundaries provides new options for the general public, also alleviate traffic and attract more tourists to both counties. State Route 800 is a north–south state highway in the eastern portion of Ohio. This plan will extend through Woodsfield, Malaga, Somerton, Barnesville, Bethesda, Morristown, East Richland, and St Clairsville. The residents who live along Route 800, almost all in rural areas would have the ability to access education, healthcare, employment, parks, cultural and civic activities. The ability to cut across boundaries would be transformational in the way we see transportation as transit agencies and private transportation providers link to this plan. Monroe County Public Transportation mission is to develop new alternatives in providing coordinated transportation, working close with ODOT and other agencies, both for profit and non-profit. Through a joint effort, designated bus stops could be established along 800 to support Belmont County individuals wanting to attend secondary learning facilities. Individuals could share a ride with Monroe County students already being transported through Monroe County Public Transportation.</p>			
Items Required			
<ul style="list-style-type: none">• MOU between County Commissioners• Handicap Accessible Transit Van/Bus• Qualified Drivers• 			
TOTAL COST ESTIMATE: \$151,400			
Submitted by:	Peggy Hickenbottom		7/08/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9 - Ohio	Grant Fund Source:	ODOT 5310 Program
Project Summary:			
<p>Description of Project 5310 Vehicle Replacement Plan</p> <p>Project Summary/Outline:</p> <p>To maintain and support the mobility of seniors and individuals with disabilities this plan with focus on the replacement of current handicap accessible vehicles throughout the region that are supported by ODOT 5310 Specialized Transportation Program.</p> <p>As the need for transportation has increased so has the maintenance and costs to maintain aging vehicles. Replacing current transportation fleet vehicles as they reach their usefulness will help support a safe and dependable resource for the general public use.</p> <p>Our fleet vehicles are averaging \$160,000 mileage annually. Our goal would be to replace 5 vehicles over the next 2 years</p> <p>Items Required</p> <ul style="list-style-type: none">• 3 Modified Mini Vans Replacement over next year• 2 Modified Mini Vans replaced over the next 1-3 years•••••• <p>TOTAL COST ESTIMATE: \$195,000</p>			
Submitted by:	Peggy Hickenbottom	Date:	7/23/19

Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9	Grant Fund Source:	FTA 5310
Project Summary:			
<p>Description of Project Technology - Regional Software</p> <p>Project Summary/Outline:</p> <p>Regional transits, paratransit, and NEMT providers within the region are facing a growing set of challenges. Antiquated dispatch and operational systems are putting organizations at a serious disadvantage.</p> <p>Alongside greater demand for riders and increasing costs, NEMT and paratransit providers are also facing competition from private rideshare companies. As the need for more transportation increases, providers may find problems with their existing software growing too. A crucial part of solving the problem of increased demand along with rising costs is to streamline and modernize the ride dispatch system being used. A regional software system that can be integrated to work effective with all providers to support this increase is needed. Lead agency in each of the nine counties would provide software connection for all stakeholders within the region.</p> <p>Items Required</p> <ul style="list-style-type: none"> • MOU between providers • Compatible software i.e. CTS • • • • • • <p>TOTAL COST ESTIMATE: \$153,000</p>			
Submitted by:	Peggy Hickenbottom		8/7/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9	Grant Fund Source:	FTA 5310
Project Summary:			
Description of Project St Clairsville Public Transit Loop Expansion Program			
Project Summary/Outline:			
<p>Belmont County is in need of public transportation beyond the current fixed route provided by Eastern Ohio Valley Regional Transit Authority. Currently OVRTA operates fixed bus routes that primarily serve the Ohio communities of Belmont in Bellaire, Bridgeport, Brookside, Martins Ferry, Rayland, Shadyside, Tiltonsville, part of Yorkville and St Clairsville. A fixed route provides support as far west in Belmont County as Ohio Valley Mall leaving the communities of Bannock, Barnesville, Bethesda, Flushing, Morristown, Neffs, Powhatan Point, and west of the Mall in St Clairsville without public transit. Belmont County's population between 2016 and 2017 has declined by 0.49%. A fixed route expansion of a 16 mile loop would benefit individuals needing transportation to County/governments agencies, secondary educational facilities, senior services, healthcare facilities and employment opportunities. A loop that would expand services from Route 40 and Mall Road in St Clairsville; transit would travel west on Route 40 to Route 331 and loop around Hammond Road, returning to Route 331 then to Route 40 East returning to St Clairsville. A public transit loop would help to support a flexible route segment that operates as a deviated mode, one that could promise to be a long-term solution for the general public. Providing an expansion route would support the Belmont County Coordinated Human/Public Transportation Plan goal of increase transportation for employment and education as well as providing an avenue to maintain residency.</p>			
Items Required			
<ul style="list-style-type: none">• MOU with EORTA• Handicap Accessible Transit Van• Qualified Drivers•••			
TOTAL COST ESTIMATE: \$174,000			
Submitted by:	Peggy Hickenbottom		8/7/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9	Grant Fund Source:	FTA 5310
Project Summary:			
<p>Description of Project Sub-Regional Call Center Pilot Project – Southeast</p> <p>Project Summary/Outline:</p> <p>Sub-Regional Call Center is needed to support the eastern counties of Region 9. A Sub-Regional Call Center would enhance and promote the regional mobility coordination planning efforts. This would include identifying mobility managers as community liaisons throughout the region to provide a sense of allegiance with the Regional Call Center in Zanesville, Ohio. The need for a Sub-Regional Call Center has emerged through the recent planning for a Regional Call Center that simplifies access to transportation services for the community and maximizes utilization of resources. It is recognized that there is also a distinction between the rural areas and the urban areas and that this division crosses some boundaries. Some providers emphasize service quality differently than others; there is consensus that service efficiency needs to be improved so that limited resources can be stretched to the greatest extent possible. It is further recognized that the boundaries of providers located in the eastern section of the region do not have the same transportation requirements as those counties already supported by urban providers. A more localized radius for a Sub-Regional Call Center would articulated a vision in which rural community members are able to call and feel connected to local resources. A Sub-Regional Call Center could be coordinated under a lead agency model designated by Ohio Department of Transportation.</p> <p>Items Required</p> <ul style="list-style-type: none"> • MOU between providers • Compatible software i.e. CTS • Mobility Manager • Housing & Utilities • Staffing • • <p>TOTAL COST ESTIMATE: \$112,000</p>			
Submitted by:	Peggy Hickenbottom		7/08/19



Agency Name:	South East Area Transit	County:	Muskingum
Service Area:	OMEGA Region	Grant Fund Source:	5310
Project Summary:			
DESCRIPTION OF PROJECT			
<p>Project Summary/Outline: The regional call center (Mid-Ohio Mobility Solutions) that is grant-funded through the Ohio Department of Transportation (ODOT) Office of Transit. Our goal for the call center is to help break the transportation barrier by linking people in the community with transportation options. We currently serve 13 counties which include; Belmont, Carroll, Coshocton, Columbiana, Guernsey, Harrison, Holmes, Jefferson, Muskingum, Tuscarawas and Morgan, Noble, Perry to the volume of people requiring transportation services in the OMEGA region. The call center provides callers with information on how to access transportation services, provides explanations of eligibility requirements for services and helps clients schedule appointments with transportation providers. The Mobility Manager for Muskingum County is the overseer of the Regional Call Center. The Regional Call Center would serve as the regional broker for region 9 (OMEGA Region) when/if The Ohio Department of Medicaid would change to a state wide brokerage system.</p>			
Items Required			
<ul style="list-style-type: none">• Staff• Building & Utilities• Mobility Manager•••			
TOTAL COST ESTIMATE: \$125,000			
Submitted by:	Shannon Hursey	Date:	09/02/19



Agency Name:	Society for Equal Access/ILC	County:	Tuscarawas
Service Area:	All OMEGA Region	Grant Fund Source:	ODOT -5310
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline: We have a total fleet of 31 vans, 4 vans are over 300,000 miles; 11 vans are over 200,000 miles and 2 vans are over 175,000 miles. We will need to replace 15 vans within 1 to 3 years and 2 more within the next 4 years.			
Items Required			
<ul style="list-style-type: none">• Modified mini vans-15 1 to 3 years• Modified mini vans 2 in 4 years•••••••			
TOTAL COST ESTIMATE: \$595,000			
Submitted by:	Kevin Hannahs Executive Director	Date:	7/29/2019



Agency Name:	Tuscarawas County Senior Center	County:	Tuscarawas
Service Area:	Tuscarawas County	Grant Fund Source:	5310
Project Summary:			
<p>DESCRIPTION OF PROJECT: THE TUSCARAWAS COUNTY SENIOR CENTER TRANSPORTATION</p> <p>Project Summary/Outline: The Tuscarawas County Senior Center provides transportation to county resident 60 and older. The program operates with 15 vans per day taking seniors to appointments in Tuscarawas County. The Senior Center will be applying for 5310 grant for vehicles, capitalized maintenance.</p>			
<p>Items Required</p> <ul style="list-style-type: none">• Replacement Van X 3• Capitalized Maintenance•••••••			
<p>TOTAL COST ESTIMATE: \$101, 000</p>			
Submitted by:	Shannon Hursey	Date:	08/02/19



Agency Name:	Tuscarawas County Senior Center	County:	Tuscarawas
Service Area:	Tuscarawas County	Grant Fund Source:	5310
Project Summary:			
<p>DESCRIPTION OF PROJECT: THE TUSCARAWAS COUNTY SENIOR CENTER MOBILITY MANAGEMENT PROGRAM</p> <p>Project Summary/Outline: The Tuscarawas County Senior Center is the lead agency for the Mobility Management Program in Tuscarawas. The Mobility Management Program helps eliminate transportation barriers with residents in Tuscarawas County. The Mobility Manager works with residents and community agencies to help provider's transportation options to residents of Tuscarawas County.</p>			
<p>Items Required</p> <ul style="list-style-type: none">• Mobility Manager••••••			
TOTAL COST ESTIMATE: \$70,000			
Submitted by:	Shannon Hursey	Date:	08/02/19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9	Grant Fund Source:	FTA 5310
Project Summary:			
<p>Description of Project Mobility Management Program</p> <p>Summary/Outline:</p> <p>Mobility Management program that offers a full-time mobility manager should continue for the implementation of the coordinated plan, programs and policies, and build local partnership and create educational resources for the public and host public forums for educational purposes has defined in Belmont County Coordinated Public Transit/Human Services Transportation Plan. Our goal is to serve residents of adjoining counties as well as Belmont.</p> <p>Items Required</p> <ul style="list-style-type: none">• Mobility Manager• Office Space <p>TOTAL COST ESTIMATE: \$73,000</p>			
Submitted by:	Peggy Hickenbottom		9/06/19

Agency Name:	CAA M/M	County:	Columbiana
Service Area:	OH-PA-WV	Grant Fund Source:	ODOT M/M 5310
Project Summary:			
<p>DESCRIPTION OF PROJECT CREATE COORDINATED MEDICAL ROUTE SYSTEM</p> <p>Project Summary/Outline:</p> <p>Create shared, coordinated trips to medical centers on a regular fixed schedule. This could encompass several counties coordinating to get persons to Cleveland Clinics/VA, Pittsburgh medical centers, Beaver hospital and medical services, and Weirton medical complexes on a consistent, reliable, fixed known schedule. It could also include creating transit coordination more locally from Columbiana, Jefferson and Trumbull counties to medical complexes in Mahoning (Boardman).</p> <p>Items Required</p> <ul style="list-style-type: none"> • Gather and analyze O-D data • Coordinate medical needs and gaps in service in multi-county regions • Meet with medical centers and medical stakeholders to onboard the facilities with the program, especially as it relates to scheduling • Continual outreach to medical stakeholders • Develop medical routes and schedules • Perform time and feasibility studies • Create agreed upon fare structure • Create marketing campaigns in conjunction with medical centers • Push for all providers to use the same software for scheduling (these could be shared portals) and train medical center scheduling staff to use portals so that future transport is already arranged when patients leave medical facilities • Find and assign vehicles from multiple fleets, as well as drivers and staff to coordinate who goes where and when • Train drivers • Do public outreach campaigns <p>TOTAL COST ESTIMATE:</p> <p>\$55,000 not including vehicles or vehicle drivers or operational costs</p>			
Submitted by:	Deb Hill, Mobility Manager	Date:	8/30/2019

Agency Name:	CAA- CARTS	County:	Columbiana
Service Area:	Columbiana Co. and 50 miles	Grant Fund Source:	ODOT 5311
Project Summary:			
<p>DESCRIPTION OF PROJECT TRADE OUT 15% OF FLEET PER YEAR</p> <p>Project Summary/Outline:</p> <p>CARTS currently has a fleet of 37 vehicles:</p> <ul style="list-style-type: none"> 1 MV over 230K miles 7 MMV 1 over 150K miles; 4 over 125K miles; 1 over 100K miles; and 1 over 50K miles 1 AV over 80K miles 5 LTV 2 over 250K miles; 2 over 200K miles; 1 over 175K miles 23 LTN 3 over 200K miles; 2 over 200K miles; 1 over 175K miles; 2 over 150K miles; 4 over 125K miles; 2 over 100K miles; 1 over 75K miles; 3 over 50K miles; and 6 at almost 50K miles. <p>Items Required</p> <ul style="list-style-type: none"> • Not replacing the MV, getting MMV in its place so fleet is 100% compliant • Adding more AV's to fleet when the LTN's are ready for disposal • 6 vehicles replaced this year (CY 2019) with new busses • 5 new vehicles are scheduled for next year (CY 2020) <p>TOTAL COST ESTIMATE:</p> <p>\$50K FOR AV</p> <p>\$60K FOR LTN</p> <p>\$40K FOR MMV</p> <p>\$65K FOR LTV</p>			
Submitted by:	Shari Green, Transit Director	Date:	8/30/2019



Agency Name:	CAA – M/M	County:	Columbiana
Service Area:	Columbiana	Grant Fund Source:	ODOT – M/M 5310

Project Summary:

DESCRIPTION OF PROJECT MAKE THE CONNECTION SHUTTLE SYSTEM – PHASE 2 AND PHASE 3

Project Summary/Outline:

Upon successful completion of the Phase 1 Make The Connection Shuttle System pilot program (12/31/2019), the Phase 1 East Liverpool/Calcutta Shuttle is expected to begin as a permanent service. The Phase 2 pilot would be created and begun, and would mimic the shuttle service developed in East Liverpool (southern region), but in the Salem/Columbiana area (northern region). Two shuttle routes may have to be developed and implemented because of the 90 minute ADA restrictions and the rural distances that need to be navigated between Salem and Columbiana. Phase 2 fares are expected to mimic the southern route fares at \$1.00 each way and \$.50 reduced fare for the elderly and disabled. This provides affordable access to work force transit in the northern areas of the county, and greatly enhances quality of life options for all other vulnerable populations. The Phase 3 pilot program would connect the northern and southern shuttle routes via Lisbon, which is the county seat and is located in the center of the county. Fares would be expected to be about double the single area routes meaning that transit from the north transfer location to the south transfer location (or vice versa) would be about \$2.00 with reduced fares of \$1.00 each way. Once Phase 3 is completed, there would be a county-wide, webbed ,connected system of deviated fixed routes with overlapping transfer points. This would allow for persons to go completely across the county for between \$2.00 and \$4.00 each way , depending on their specific situation. Currently the least expensive transit option is to try to schedule through CARTS at \$4.30 each way.

The webbed system of MAKE THE CONNECTION SHUTTLE routes opens up the entire county as viable for the entire workforce , and indeed for every citizen of the county as all vehicles are wheel chair accessible, and the shuttle fare structure is both affordable and sustainable. It also opens up countless new quality of life options to the growing senior population, disabled persons, and those who struggle with lack of transit and life options because of low income. Persons needing, or required to have, social services, which are generally received in Lisbon, will directly benefit. This system of affordable transit also opens up treatment and recovery programs to persons who have been transit challenged to get from one end of the county to the other, or from either end of the county to Lisbon where many, often court- mandated, treatment/recovery programs are provided.

As the hours of operation are extended, and eventually include weekend transit, the whole world of services, shopping, treatment and recovery, work options, religious service participation, and social enhancements become affordable and truly available to ALL residents of the county.

Items Required

- Collect and analyze O-D data
- Develop test routes
- Do route time and location studies
- Choose route stops
- Develop time schedules
- Coordinate route times and schedules between the 3 or 4 routes to provide county wide transit schedules
- Purchase vehicles dedicated to Shuttle Services (Locate vehicles in current fleet that can be assigned before purchased vehicles are available)
- Train drivers

YOUR LOGO
HERE

Company Name

- Do public campaigns and follow up marketing
- Create flyers, pamphlets, Shuttle Books, posters , banners, and other printed materials to publicize new routes and how they integrate to form a system of transit in the county.
- Involve businesses and stakeholders in promoting the Shuttle system
- Analyze data from pilot periods and adjust route stops and route time schedules as needed
- Hold public forums for feedback as well as do survey feedback and direct feedback captured by the Mobility Manager

TOTAL COST ESTIMATE:

\$65,000, not including vehicles or operating costs

Submitted by:	Deb Hill, Mobility Manager	Date:	8/30/2019
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Agency Name:	CAA - CARTS	County:	Columbiana
Service Area:	Columbiana and 50 miles	Grant Fund Source:	ODOT 5311
Project Summary:			
<p>DESCRIPTION OF PROJECT RENOVATE AND UPGRADE CURRENT CARTS OPERATIONS BUILDING WITH A SECOND STORY ADDITION AND COVERED PARKING LOT STRUCTURE</p> <p>Project Summary/Outline:</p> <p>The current CARTS building does not have adequate space to house the staff, and does not have a space to provide driver training. Additionally, all fleet vehicles are staged outdoors without any cover of any kind, exposing both fleet and employees to sustained inclement weather.</p> <p>A second story addition to the building along with a renovation of the first floor for better use of space would provide adequate office space for the staff and expanding staff requirements, a training room for the drivers/meeting room for management staff meetings, and a lunch or break room for the drivers. Covering the parking lot with some sort of structure would put the fleet “under roof”, as well as the vehicles of the drivers when they are on duty, which would reduce wear and tear on fleet vehicles and help prevent employee accidents in bad weather. It would also allow for an added measure of security.</p> <p>Items Required</p> <ul style="list-style-type: none"> • Obtain plans and bids for expansion • Seek board approval for selected plan • Construction • Purchase additional desks, tables , chairs, lockers, misc furniture • Moving costs to separate and move currently overcrowded offices • Additional heating/cooling and maintenance costs – yearly • Potential to hire and train new staff • Upgrade current equipment to more effectively and efficiently serve the riding public <p>TOTAL COST ESTIMATE:</p> <p>\$506,000 (\$212K for parking lot structure, \$275K for construction of second floor, \$19K furniture and equipment)</p>			
Submitted by:	Shari Green, Transit Director	Date:	8/30/2019

Agency Name:	CAA - CARTS	County:	Columbiana
Service Area:	Columbiana and 50 miles	Grant Fund Source:	ODOT 5311
Project Summary:			
<p>DESCRIPTION OF PROJECT PURCHASE UPGRADED COMPREHENSIVE PHONE SYSTEM</p> <p>Project Summary/Outline:</p> <p>CARTS, because of the expansion of staff, fleet, and service times, requires the purchase of a new comprehensive phone system. This system would need to better handle scheduling, trip assignments, driver tablet interface and be CTS compatible as well as be able to handle high volume and multiple call traffic without dropping the calls or having the public experience an extended waiting time on hold. The new system would also allow for safeguards to be put in place to prevent service interruptions, dropping of calls, and rolling calls from phone to phone with no resolution for the caller.</p> <p>Items Required</p> <ul style="list-style-type: none"> • Investigate potential phone systems • Choose a preferred system • Recommend purchase to the board for approval • Purchase phones and all ancillary required equipment • Train personnel on new system • Coordinate with CTS software <p>TOTAL COST ESTIMATE:</p> <p>\$64,000 +/- \$5000. In process of looking at systems and getting bids.</p>			
Submitted by:	Shari Green, Transit Director	Date:	8/30/2019



Agency Name:	CAA - CARTS	County:	Columbiana
Service Area:	Columbiana	Grant Fund Source:	ODOT 5311
Project Summary:			
DESCRIPTION OF PROJECT PURCHASE LARGER BUSESSES DEDICATED TO CURRENT AND ADDITIONAL DEVIATED FIXED ROUTE, COUNTY-WIDE, SHUTTLE SYSTEM			
Project Summary/Outline:			
<p>Make The Connection Shuttle – Phase 1- pilot program is ending 12/31/2019. The deviated fixed route has been a success and will likely become a permanent service on 1/1/2020. Demand has already exceeded capacity several times, and as hours are extended, demand is expected to grow even higher. Larger capacity busses that can be specifically dedicated to the Shuttle service are needed. Phase 2 and Phase 3 of the Shuttle program should be launched in 2020/2021. A total of 3 and possibly 4 deviated fixed route shuttle routes will form a connected web of service across the county providing for affordable access to work across the entire county and opening up a greatly enhanced quality of life to elderly, disabled and low-income persons throughout the county. Fares will be \$1.00 each way, with reduced fares of \$0.50 for elderly or disabled persons, for Phase 2. Rates for Phase 3 which would be a cross county route rather than an in-city route will be determined but will be kept low to make transit affordable for the workforce and the fixed income and low income populations.</p> <p>A fleet of 6 larger busses will be required. 4 will be required to provide every day route service, and 2 for fill in if there is downtime with one of the busses or if additional services are needed on any route.</p>			
Items Required			
<ul style="list-style-type: none">• Consider the required size of bus in accordance with the ridership data• Acquire busses specifically for the Shuttle fleet• Obtain ODOT registration numbers• Shrink wrap at least 4 busses for dedicated Make The Connection Shuttle service.• Ongoing expected maintenance			
TOTAL COST ESTIMATE:			
\$555,000 (6 vehicles at \$85K/vehicle and shrink wrap of 5 vehicles at \$9K/vehicle)			
Submitted by:	Shari Green, Transit Director	Date:	8/30/2019

Agency Name:	CAA - M/M	County:	Columbiana
Service Area:	Columbiana, Mahoning and Trumbull counties (possibly to include Ashtabula)	Grant Fund Source:	ODOT – M/M 5310
Project Summary:			
<p>DESCRIPTION OF PROJECT SUB-REGIONAL CALL CENTER- EASTERN BORDER, NORTH</p> <p>Project Summary/Outline:</p> <p>Develop, coordinate and operate a sub-regional call center serving Columbiana, Mahoning and Trumbull Counties, possibly including Ashtabula County as well. Further to establish and lead an Eastern Ohio Alliance for Transportation (EOAT - North) to enrich these counties and to coordinate with Eastern Ohio Alliance for Transportation members in the counties south of Columbiana County, with Columbiana county serving as the fulcrum and lead/overlap between the border counties to the North and the border Counties to the South. Also to coordinate all functions with the sub regional call center serving Columbiana and the northern border counties, thus providing coordinated transit all along the eastern Ohio border and providing transit across state lines to West Virginia and Pennsylvania. One or two sub regional call centers are necessary because of the unique challenges and opportunities present in counties which border other states, as opposed to the counties that lie with their neighbor counties fully in Ohio.</p> <p>Items Required</p> <ul style="list-style-type: none"> • Meet with stakeholders in all counties • Solidify relationships with transit operators in each county • Coordinate gaps in service that call center can help with (in addition to providing solid, accurate general information) • Gather and analyze O-D data for all counties especially those with destinations in other border counties and those that go out of state • Develop SOP for call center and procedures and guidelines • Locate and coordinate office/call center space • Obtain equipment for all center • Hire, train and supervise call center employees • Develop marketing campaign for Eastern Ohio Alliance for Transportation and for Call Center • Hold monthly meetings with stakeholders • Coordinate all aspects of call center with the Northern regional call center • Develop transit relationships with providers across state borders • Develop and coordinate a fare structure for trans county transit • Develop and coordinate a fare structure for across state line transit • Put in place MOU and/ or other procedural agreements to make transit move more smoothly and effectively along the Eastern Ohio border and with the neighboring states <p>TOTAL COST ESTIMATE:</p> <p>Estimated at \$150,000</p>			
Submitted by:	Deb Hill, Mobility Manager	Date:	8/30/2019



Agency Name:	CAA - M/M	County:	Columbiana
Service Area:	Columbiana, Jefferson and Belmont (maybe Monroe and Washington as well)	Grant Fund Source:	ODOT – M/M 5310
Project Summary:			
<p>DESCRIPTION OF PROJECT SUB-REGIONAL CALL CENTER- EASTERN BORDER, SOUTH</p> <p>Project Summary/Outline:</p> <p>Develop, coordinate and operate a sub-regional call center serving Columbiana, Jefferson, Belmont and possibly Monroe and Washington Counties. Further to establish and lead an Eastern Ohio Alliance for Transportation (EOAT – South) to enrich these counties and to coordinate with Eastern Ohio Alliance for transportation members in the counties north of Columbiana County, with Columbiana county serving as the fulcrum and lead/overlap between the border counties to the North and the border Counties to the South. Also to coordinate all functions with the sub regional call center serving Columbiana and the northern border counties, thus providing coordinated transit all along the eastern Ohio border and providing transit across state lines to West Virginia and Pennsylvania. One or two sub regional call centers are necessary because of the unique challenges and opportunities present in counties which border other states, as opposed to the counties that lie with their neighbor counties fully in Ohio.</p> <p>Items Required</p> <ul style="list-style-type: none"> • Meet with stakeholders in all counties • Solidify relationships with transit operators in each county • Coordinate gaps in service that call center can help with (in addition to providing solid, accurate general information) • Gather and analyze O-D data for all counties especially those with destinations in other border counties and those that go out of state • Develop SOP for call center and procedures and guidelines • Locate and coordinate office/call center space • Obtain equipment for all center • Hire, train and supervise call center employees • Develop marketing campaign for Eastern Ohio Alliance for Transportation and for Call Center • Hold monthly meetings with stakeholders • Coordinate all aspects of call center with the Northern regional call center • Develop transit relationships with providers across state borders • Develop and coordinate a fare structure for trans county transit • Develop and coordinate a fare structure for across state line transit • Put in place MOU and/ or other procedural agreements to make transit move more smoothly and effectively along the Eastern Ohio border and with the neighboring states <p>TOTAL COST ESTIMATE:</p> <p>Estimated at \$155,000.</p>			
Submitted by:	Deb Hill, Mobility Manager	Date:	8/30/2019



Agency Name:	Coshocton County Mobility Management	County:	Coshocton
Service Area:	Coshocton County	Grant Fund Source:	ODOT 5310
Project Summary:			
<p>DESCRIPTION OF PROJECT</p> <p>Project Summary/Outline: The Coshocton County Coordinated Transportation Agency is the lead agency for the Mobility Management Program in Coshocton County. Mobility Management increases mobility options for the residents of Coshocton County and allows for safer travel. It provides a service with the consumer's needs as the focus, offering mobility rather than transport. Having an up-to-date list of mobility options allows for quick referrals and solutions to mobility needs. We believe mobility increases independence therefore, adding to the quality of life for our county's residents.</p>			
<p>Items Required</p> <ul style="list-style-type: none">• Mobility Management••••••••			
TOTAL COST ESTIMATE: \$71,836			
Submitted by:	Tracy R. Haines	Date:	8-27-19



Agency Name:	Guernsey County Senior Citizens Center, Inc.	County:	Guernsey
Service Area:	Guernsey County (Future Out of County)	Grant Fund Source:	ODOT-5310 Specialized Transportation
Project Summary: GUERNSEY COUNTY SENIOR CITIZENS CENTER, INC. COORDINATED TRANSPORTATION PROGRAM			
<p>DESCRIPTION OF PROJECT</p> <p>Project Summary/Outline:</p> <p>Guernsey County Senior Citizens Center, Inc. is designated by resolution of the Guernsey County Commissioners as the lead agency in developing the local Guernsey County Coordinated Transportation Plan. As one of the key transportation providers serving Guernsey County and to maintain and support the mobility and transport of senior citizens and individuals with disabilities our local coordinated transportation plan has set very specific goals and objectives to address local transportation needs, which includes maintaining safe, modern, and efficient vehicle fleets as well as securing alternative and available funding to support transportation scope of services expansions and replacing, updating, and expanding available vehicle styles, models and types. The purpose of our projects is to maintain 100% handicapped accessible vehicles; add new vehicles to our fleet to provide more rides to more requested locations, during existing and expanded operating hours and days of the week. Through 5310-ODOT Specialized Transportation Grant Funding opportunities we've already anticipated and planned looking ahead for the next three (3) years for what our agency needs will be to fulfill the goals of Guernsey County's Coordinated Transportation Plan and meet the transportation needs of senior citizens and disabled individuals. This includes, but may not be limited to applying for 5310 Vehicles; Computer & Dispatch Equipment; Operating Assistance; & Capitalized Maintenance Assistance. As the need for transportation has increased so has the maintenance and costs associated with maintaining aging vehicles and expanding services not designated as "covered territory" traditionally covered by "local county tax dollars" without jeopardizing other equally critical senior based services, programs, and activities. Replacing current/existing transportation fleet vehicles as they reach their usefulness will help support and sustain safe, reliable, and dependable local transportation services that the vast majority of the general public trusts, knows, supports, and has relied upon.</p> <p>Items Required</p> <ul style="list-style-type: none"> Continued FTA/ODOT 5310 Specialized Transportation Grant Funding 2-4 New MMV &/or LTVN Vehicles (2021) Total Vehicle replacement/expansion estimated at \$428,000 over three (3) separate application years. 2-4 New MMV &/or LTVN Vehicles (2022) 2-4 New MMV &/or LTVN Vehicles (2023) New Vehicle Tracking/Computer Equipment, Hardware, & Software (2021 & 2023) Total Electronic Equipment estimated at \$24,000 over two (2) separate application years. Operating Assistance to Expand Weekend & Out of County Transport (2021, 2022, & 2023) Total Operating Assistance to Expand Services estimated at \$300,00 over three (3) application years Capitalized Maintenance Assistance to maintain aging fleet (2021 & 2023) Total Capitalized Maintenance estimated at \$40,000 over two (2) separate application years. **Increased DRIVE & other driver training and certification courses offered (i.e. Wheelchair Securement; Hostile Client; Alzheimer/Dementia Transport; etc...)** General need, but not included budgetarily. <p style="text-align: center;">Goal #s Impacted: Goal #1; Goal #2; Goal #3 & Goal #4</p> <p>TOTAL COST ESTIMATE: est. \$517,000-\$792,000 over three (3) years</p>			
Submitted by:	Mr. Shon E. Gress, Executive Director/CEO	Date:	August 19, 2019



Agency Name:	Horizons of Tuscarawas and Carroll Counties, Inc. Rural Public Transportation	County:	Tuscarawas
Service Area:	Tuscarawas County	Grant Fund Source:	ODOT 5311 Capital
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline:			
<ol style="list-style-type: none">1. Provide transportation to Tuscarawas County residents in 2020 with an operational budget of \$1,200,000. Funds for the budget will be a 50/50 5311 match grant (\$600,00-ODOT/\$600,000-Horizons):<ol style="list-style-type: none">a) Service will be provided seven days a week, from 6 am to 11 pm Monday through Saturday and 7 am to 2 pm on Sundays.b) Match funds will be generated from contracted services in place with Tuscarawas County Job and Family Services, Village Network, Harcatus YES program, Cash Fare, etc.			
Items Required			
<ul style="list-style-type: none">• ODOT 5311 Grant• Matching funds through Horizon's contracts			
TOTAL COST ESTIMATE: \$600,000			
Submitted by:	Tracey DeMattio	Date:	8/15/19



Agency Name:	Horizons of Tuscarawas and Carroll Counties, Inc. Rural Public Transportation	County:	Tuscarawas
Service Area:	Tuscarawas County	Grant Fund Source:	ODOT 5339 Grant
Project Summary:			
<p>DESCRIPTION OF PROJECT</p> <p>Project Summary/Outline:</p> <p>Purchase three new vehicles for replacement.</p> <p>a) 2 Modified Mini Vans at a cost if \$81,921</p> <p>b) 1 Light Transit Low Floor Vehicle (12 passenger/2 wheelchair) at a cost of \$100,476.</p> <p>1) Replacing 1994 Converted Van with 154,047 miles</p> <p>2) Replacing 2005 Cutaway Bus with 337,55 miles</p> <p>3) Replacing 2013 Modified Mini Van with 345,472 miles</p> <p>TOTAL COST ESTIMATE: \$182,397 (80% - ODOT GRANT FUNDS/20% LOCAL SHARE HORIZONS)</p>			
Submitted by:	Tracey DeMattio	Date:	8/15/19



Agency Name:	Carroll County Transit	County:	Carroll County
Service Area:	Carroll County	Grant Fund Source:	5311
Project Summary:			
DESCRIPTION OF PROJECT – CARROLL COUNTY TRANSIT GRANT FUNDS			
Project Summary/Outline:			
Carroll County Transit , in outlining their 2020 budget and received approval to apply to ODOT for operating and capital assistance funds for 2020.			
Federal Allocation Funds - \$337,370			
State Funds - \$85,011			
Both for Operating Expenses and Capital Funds			
Maintenance - \$69,650			
2 Modified Minivans - \$63,414			
Cameras for Transit Vehicles - \$18,400			
CCT received approval for a new contract with Arbors at Minerva to provide transportation at the rate of \$1.75 per mile, with an additional \$10 per hour for any trips the driver must wait more than one and one-fourth hour.			
Items Required			
<ul style="list-style-type: none">• Operating Expenses + Capital Funds (\$422,381)• Maintenance (\$69,650)• 2 Modified Minivans (\$63,414)• Transit Vehicle Cameras (\$18,400)•••••			
TOTAL COST ESTIMATE: \$573,845.00			
Submitted by:	Sonja Trbovich	Date:	8/14/2019



Agency Name:	Holmes County Board of Developmental Disabilities	County:	Holmes County
Service Area:	Holmes County – Millersburg	Grant Fund Source:	ODOT 5310
Project Summary:			
<p>DESCRIPTION OF PROJECT – LOW INCOME HOUSING FIXED ROUTE - PILOT</p> <p>Project Summary/Outline:</p> <p>There are a few apartment complexes in the Village of Millersburg for low income people, many who do not have transportation.</p> <p>The route can use Holmes Co BoDD bus and a bus driver to run a route that included stops at the low income housing, Walmart, Rodhe's, Holmes Family Physicians, JFS, County offices and Pomerene. The route/loop can run at 9:30 am and again at 1:00 pm, 2 days a week because they wouldn't interfere BoDD regular routes. It will start as a pilot for a couple of months to see if people used it.</p> <p>BoDD would like to be reimbursed for their driver's time and some vehicle costs.</p> <p>There are always people walking back and forth along Rt 39 in all types of weather, it is uncertain how people living in that low-income housing get to the grocery. It can't be only them without a ride.</p> <p>Items Required</p> <ul style="list-style-type: none"> • Route Schedule/Map • Public Meeting & Outreach • Holmes Co BoDD Driver's Reimbursement • • • • • • • <p>TOTAL COST ESTIMATE: TBD</p>			
Submitted by:	Marianne Mader, Arnie Oliver	Date:	6/19/2019



Agency Name:	PrimeTime Office on Aging	County:	Jefferson
Service Area:	Jefferson County	Grant Fund Source:	ODOT 5310
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline: We do not have software to help in more efficient scheduling and data collection. All of our data collection requires increased work hours to collect the needed information. This would meet goals 2 & 3.			
Items Required			
<ul style="list-style-type: none">• Basic software @ \$14,000.00• Monthly maintenance fee @ \$300.00/month (\$ 3,600.00 annually)•••••••			
TOTAL COST ESTIMATE: \$ 17,600.00			
Submitted by:	Judy Owings	Date:	09-18-19



Agency Name:	Coshocton County Coordinated Transportation Agency	County:	Coshocton
Service Area:	Coshocton County	Grant Fund Source:	ODOT 5311
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline:			
<p>Operating assistance for 2020. There are many expenses that are included in figuring our operating expenses, mainly salaries and fringe which are some of our larger costs. Other expenses included are CTS maintenance fees, County audit cost, Internet, Copier lease, BCI/FBI Checks, Physicals, Rapback costs, CPR/first-aid, Phone and Tablet monthly costs, CDL permits, fuel, new tires, other vehicle materials and supplies, insurance premiums, purchased transportation services for our two independent contractors. Travel, meetings and advertising are all included in our operating budget as well. Operating assistance would help CCCTA expand service and help all county residents to benefit from our service.</p>			
Items Required			
<ul style="list-style-type: none">• Operating Assistance as listed above.•••••••			
TOTAL COST ESTIMATE: \$837,728			
Submitted by:	Valerie Shaw	Date:	9-19-19



Agency Name:	Coshocton County Coordinated Transportation Agency	County:	Coshocton
Service Area:	Coshocton County	Grant Fund Source:	ODOT 5339
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline:			
<p>Replacement LTV Vehicle for 2020. This replacement vehicle would allow us to replace our #3 shuttle. It is a 2014 LTV with over 116,000 miles currently. By the end of this year, it is estimated to be over 130,000 miles. This shuttle travels the most rural country back roads in some of the county's toughest terrain. It takes the most wear and tear of all of our vehicles. Each year this shuttle costs us more money in repairs and maintenance costs. Through June 2019, CCCTA has expended over \$3,200 on maintenance costs and repairs on this shuttle alone. The rest of our shuttle maintenance so far this year averages around \$1,000 per vehicle. By replacing this vehicle we could move one of our older shuttles to #3's current route and put the new replacement on more highway transports and less rural country roads.</p>			
Items Required			
<ul style="list-style-type: none">• LTV Replacement Vehicle•••••••			
TOTAL COST ESTIMATE: \$63,441			
Submitted by:	Valerie Shaw	Date:	9-19-19



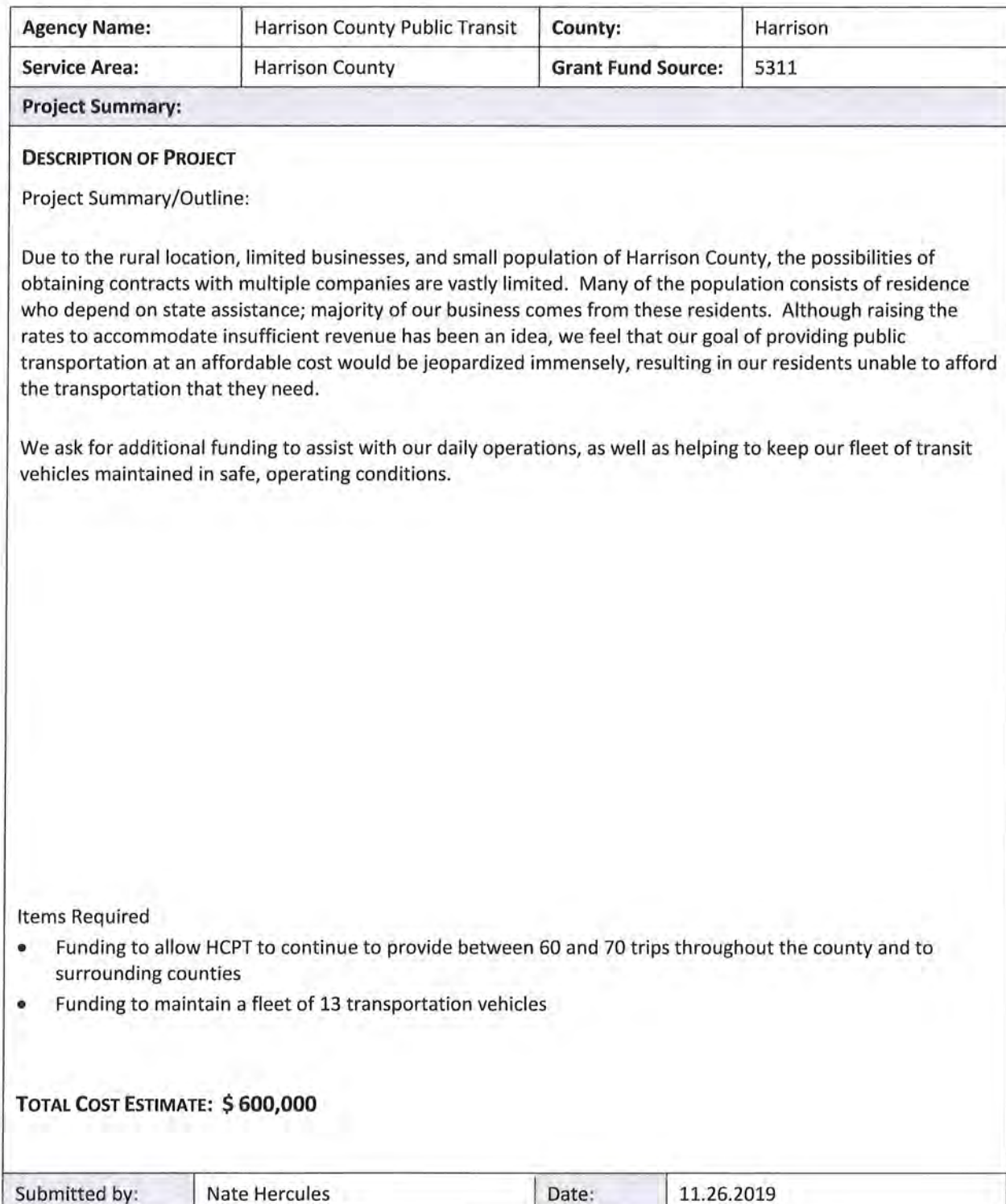
Agency Name:	Coshocton County Coordinated Transportation Agency	County:	Coshocton
Service Area:	Coshocton County	Grant Fund Source:	ODOT 5339
Project Summary:			
DESCRIPTION OF PROJECT			
Project Summary/Outline:			
<p>Expansion MMV for 2020. By expanding our fleet and adding another MMV, this expansion vehicle will allow us to magnify the number of requests we can fulfill each day; increasing agency ridership. This vehicle would also allow an existing fleet vehicle to be assigned to the proposed deviated fixed route service without affecting demand/response requests.</p>			
Items Required			
<ul style="list-style-type: none">• MMV Expansion•••••••			
TOTAL COST ESTIMATE: \$41,323			
Submitted by:	Valerie Shaw	Date:	9-19-19



Agency Name:	National Church Residences Transportation Services, LLC	County:	Belmont
Service Area:	Region 9	Grant Fund Source:	FTA 5310
Project Summary:			
<p>Description of Project Low-income Housing Shuttle Pilot Project</p> <p>Project Summary/Outline:</p> <p>A low-income housing shuttle pilot program would greatly enhance the transportation needs for the residents of Belmont County. Belmont County has 34 low income housing apartment communities offering 2,082 affordable apartments. 1,623 of those apartments offer rental assistance where households typically pay no more than 30% of their income towards rent. Nineteen of these communities are not on a public transit line. Our project would provide an avenue for medical, shopping and community events for independent seniors to age in place and avoidable premature nursing home placement. A handicap accessible transit vehicle (LTN) would run at three hour intervals twice a week for the underserved senior and individuals with disabilities population.</p> <p>Items Required</p> <ul style="list-style-type: none">• Handicap Accessible Van (LTN)• Qualified Drivers• Maintenance and Operating Cost• <p>TOTAL COST ESTIMATE: \$164, 000</p>			
Submitted by:	Peggy Hickenbottom		11/06/19



Agency Name:	All Regional Providers	County:	10 Counties in Region
Service Area:	OMEGA Region	Grant Fund Source:	5310/5311
Project Summary:			
DESCRIPTION OF PROJECT			
<p>Project Summary/Outline: Present the mobile ticketing app for OHIORide. This is a platform that would allow providers in the OMEGA Region to join and give their passengers the freedom to purchase tickets/ passes on a online app to use for transportation trips in the region.</p>			
<p>UPDATE:</p> <p>Regional Call Center can be the holder for the regional pilot and the 10 counties or 13 county area for the EZFare mobile ticking app and trip planning. It is possible that Masabi may even disseminate the fare to each transportation provider according</p>			
<p>Items Required</p> <ul style="list-style-type: none">• Smart phone for passengers• Providers would have to join NEO Ride•••••••			
TOTAL COST ESTIMATE: \$1000			
Submitted by:	Shannon L Hursey	Date:	8/14/2019



Appendix C:

Resolution 2025-07



RESOLUTION NO. 2025-07

A RESOLUTION ACCEPTING AND APPROVING THE 2025 YEARLY UPDATE TO THE REGIONAL COORDINATED PUBLIC TRANSIT/HUMAN SERVICES TRANSPORTATION PLAN FOR BELMONT, CARROLL, COSHOCTON, GUERNSEY, HARRISON, HOLMES, JEFFERSON, MUSKINGUM, AND TUSCARAWAS COUNTIES AND APPROVING SUBMISSION OF THE YEARLY UPDATE TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT).

WHEREAS, the Ohio Mid-Eastern Governments Association in conjunction with the transportation service providers, mobility managers, human service agencies, seniors, individuals with disabilities, and members of the general public developed the yearly update to the Regional Coordinated Plan, and

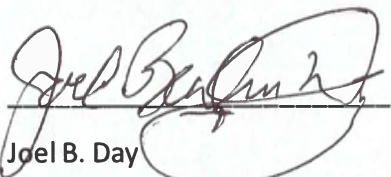
WHEREAS, regional coordination of public and private transportation systems will increase ridership, and promote enhanced and equitable mobility for Seniors and Individuals with Disabilities as well as others who are in need of transportation services; and

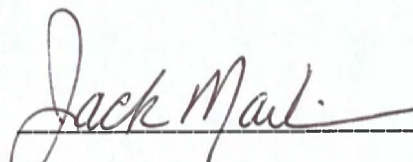
WHEREAS, the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides funding to public transits and to private nonprofit agencies, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to people with disabilities; and

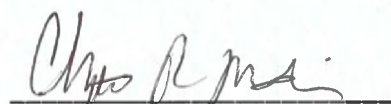
WHEREAS, the Steering Committee and the Regional Coordinated Council have participated in the development of the yearly plan update which satisfies the plan update requirement by ODOT, we recommended approval of the Regional Coordinated Plan and the submission of the same to ODOT.

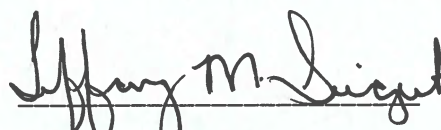
NOW, THEREFORE, BE IT RESOLVED THAT THE EXECUTIVE BOARD OF THE OHIO MID-EASTERN GOVERNMENTS ASSOCIATION APPROVES THE 2025 YEARLY UPDATE TO THE REGIONAL COORDINATED PUBLIC TRANSIT/HUMAN SERVICES TRANSPORTATION PLAN AND SUBMISSION OF THE YEARLY UPDATE TO ODOT.

DATE: June 17, 2025


Joel B. Day
President


Jack Marlin
Vice-President


Christopher Modranski
Secretary


Tiffany Swigert
Treasurer