



5310 Pre-Application Submission Conference Overview

Attendees:

Keith Srutowski, Lextran Representative
Ashley Lewis, Lextran Representative
Glenda Shoopman, Lextran Representative
Nikki Falconbury, Lextran Representative
Jennifer Gripshover, ITN Bluegrass Potential Applicant
Fred Combs, Lextran Potential Applicant
Emily Elliot, Lextran Potential Applicant

Lextran hosted a conference meeting on 12/14/18 at 1:30pm for applicants interested in applying for the 5310 grant. An explanation of the 5310 grant, application process and impartial evaluation committee was provided. Attendees were given the opportunity to ask questions and receive clarification regarding the information provided in the Call for Projects, Coordinated Plan and Program Management Plan documents.

The following are the statements, questions and answers:

Question: Are we responsible for completing the application and the plan?

Answer: Yes, you are responsible for completing the application.

Question: The gap we fill is that for many seniors going onto larger transportation vehicles is risky; a chance for a fall. They also have a concern about paying for transportation and the ability to carry packages. We have private vehicles and they can be escorted into the door so they feel a sense of support.

Answer: Be sure to tailor your application to that Coordinated Plan. The Coordinated Plan outlines what the people say they need. It includes maps, statistics and ADA guidelines.

Question: The funding is for two fiscal years? The year past and the one coming up?

Answer: Yes, and it can be used for two years after. Anything left over goes back into the pot.

Question: Do we have to turn in progress reports?

Answer: Yes.

Statement: This is a reimbursement grant. You spend the money up front and tell us what you did and then we reimburse you.

Question: So, for the prior year I can say this is what we did and meet the criteria and get reimbursed?

Answer: Yes.

Statement: There is a separate committee reviewing the applications that are not Lextran employees.



Question: One application or one application for each year?

Answer: One application.

Question: Are we required to provide a local match?

Answer: Yes. For example, if you have \$100,000 we would reimburse you \$50,000.

Statement: Operating funds are 50%. The vehicle match is 80-20 and Capital is 80-20.

Question: Should we build it into the application?

Answer: Yes.

Statement: For vehicles, the useful life is 4 years or 100,000 miles. Lextran would hold the title during that 4 years or 100,000 miles and then we could sign the title over to you. Vans/buses have different terms.

Statement: For the application, explain how much money you need and document how you will provide the local match. Demonstrate how that is available. Perhaps a letter informing the committee as to the local match. The more thorough you are the better.

Statement: The funds go through Lextran and FTA rules have to be followed. Therefore, vehicles must be purchased by FTA guidelines. We also must have documentation that the service actually took place. We are responsible to the FTA to make sure their money is used properly.

Statement: Common pitfalls to avoid: demonstrate local match, make sure the plan is realistic for the funds; that it's sustainable.

Statement: We need a hard copy and an electronic copy of the application. Once the project is selected, notification occurs in February then it is put into the FTA system for final approval. You can spend money approximately three months in.