




MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor
Beverley K. Swaim-Staley, Secretary • Paul J. Wiedefeld, Administrator

M E M O R A N D U M

TO: Private, Non-Profit Service Organizations, Government Agencies and
Tax-Exempt Faith-Based Agencies in the State of Maryland

FROM: Diane Ratcliff
Director, Office of Planning 

DATE: November 2, 2009

SUBJECT: Section 5310 and Senior Rides Program Informational Meetings

The Maryland Department of Transportation/Maryland Transit Administration (MDOT/MTA) is pleased to announce the availability of funding from the U.S. Department of Transportation /Federal Transit Administration (FTA) for Section 5310 capital funds for Non-Profit Organizations and the availability of state funds for the Senior Rides Program (SRP).

**HOW TO RECEIVE SECTION 5310 AND SENIOR RIDES PROGRAM (SRP)
APPLICATION PACKAGES**

The application packages for Section 5310 and SRP will be available at any of the meetings listed on the attached schedule or by contacting the Program Manager(s).

Applicants, both existing recipients and new, are strongly encouraged to attend one of the program/application meetings. Anyone may attend any meeting; however, it is recommended that each applicant sends no more than two (2) representatives.

No requests for Section 5310 applications will be received before December 1, 2009 or after January 14, 2010.

DEADLINE FOR SUBMITTING SECTION 5310 AND SRP APPLICATIONS

Completed applications for Section 5310 funds must be submitted to the Maryland Transit Administration by **May 7, 2010, 4:00 p.m.**

Completed applications for SRP funds must be submitted to the Maryland Transit Administration by **March 26, 2010, 4:00 p.m.**

ELIGIBLE SECTION 5310 PURCHASES

The federal grant funds awarded under the Section 5310 program provide financial assistance for purchasing capital equipment to be used to transport the elderly and persons with disabilities. Eligible capital purchases may include:

- bus, and paratransit vehicles
- radios and communications equipment
- wheelchair lifts and restraints
- vehicle rehabilitation
- computer hardware and software
- spare parts with a unit cost over \$300.00 and a useful life of more than one year

THE APPLICANTS FINANCIAL COMMITMENT

The Section 5310 grant provides 80% of the cost of the equipment purchased. The remaining 20% will be provided by the applicant organization. The 20% must be provided in cash by the applicant organization from non-federal sources, except where specific legislative language permits Federal funds to be used to match other Federal funds. Some examples are Community Development Block Grants and Appalachian Regional Commission funds.

GENERAL GUIDELINES FOR SECTION 5310 FUNDS

These funds are intended to help provide accessible transportation service for the elderly and persons with disabilities, where existing service is unavailable, insufficient or inappropriate. Section 5310 supplements other Federal Transit Administration programs and must be coordinated with those programs and with transportation programs funded by other Federal and State sources.

Section 5310 funds may not be used to support services that compete with public transit or private-for-profit providers, or to provide transportation for school children. Certain standard requirements of Federal programs apply, including: Title VI Civil Rights, Minority Business Enterprise, Equal Employment Opportunity, Non-discrimination on the Basis of Handicap, and all Office of Management and Budget Requirements.

If you have any questions, please contact Debra Adams at the MTA on 410-767-8356 or via email at dadams@mtamaryland.com

ELIGIBLE APPLICANTS FOR SENIOR RIDES PROGRAM FUNDS

Government agencies, nonprofit entities and faith-based agencies that provide transportation services and are exempt from taxation under § 501 (c)(3) of the Internal Revenue Code are eligible to receive SRP funding.

THE APPLICANTS FINANCIAL COMMITMENT

Project Funding and Local Match Requirements

It is anticipated that in FY 2011, the MTA will award grants totaling \$100,000 in State funds. For each grant, the successful applicant is required to provide a minimum 25% match. This means that at least 25% of the total operating costs associated with providing door-to-door transportation services for low-income to moderate-income seniors must be funded through local sources. The local sources must be cash sources. In-kind services may not be used for local match. For example, volunteer services are not an eligible match asset.

GENERAL GUIDELINES FOR SRP FUNDS

In order to be eligible for a Maryland Senior Rides grant, the proposed project must:

- Provide door-to-door transportation for low-income to moderate-income seniors who have difficulty accessing or using other existing transportation services.
- Use primarily volunteer drivers who drive their own vehicles.
- Use a dispatching system to respond quickly to requests from eligible seniors for door-to-door transportation.
- Use a geographic area for which door-to-door transportation is provided. *Note that service may be provided to eligible seniors who do not reside in the geographic area as it is defined in the application, so long as service is not diminished to seniors who do reside in the target geographic area.*

If you have any questions, please contact Michele Gardner at the MTA on 410-767-3777 or via email at mgardner@mtamaryland.com

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**SECTION 5310 AND MARYLAND SENIOR RIDES PROGRAMS APPLICATION
MEETINGS SCHEDULE**

The following meetings have been scheduled to review and distribute the Section 5310 and Maryland Senior Rides Program application packages. Please attend the meeting that best suits your schedule and area.

PLEASE NOTE: ** There are two (2) new locations added to the schedule this year.

A REPRESENTATIVE OF EACH APPLICANT IS STRONGLY ENCOURAGED TO ATTEND ONE MEETING

Tuesday, December 1, 2009 **
10:00 a.m. – 11:30 a.m. (Section 5310)
11:30 a.m. – 12:30 p.m. (SRP)

**Dept. of Health & Mental Hygiene
The Potomac Center**
1380 Marshall St.
Hagerstown, MD 21742
Directions can be found at
www.ddamaryland.org/potomac

Wednesday, December 2, 2009
10:00 a.m. – 11:30 a.m. (Section 5310)
11:30 a.m. – 12:30 p.m. (SRP)

Tri-County Council for Southern MD
15045 Burnt Store Road
Route 231 West and Route 5
Hughesville, MD 20637
Directions can be found at
www.tccsmd.org

Friday, December 4, 2009 **
10:00 a.m. – 11:30 a.m. (Section 5310)
11:30 a.m. – 12:30 p.m. (SRP)

Talbot County Visitor Center
11 South Harrison St. – 2nd Floor
Easton, MD 21601
Directions can be found at
www.tourtalbot.org

Monday, December 7, 2009
10:00 a.m. – 11:30 a.m. (Section 5310)
11:30 a.m. – 12:30 p.m. (SRP)

Baltimore Metropolitan Council
2700 Lighthouse Point East
Main Conference Room, Suite 310
Baltimore, MD 21224
Directions can be found at
www.baltometro.org

NOTE: In case of inclement weather, please phone Debra Adams (410-767-8356) or Michele Gardner (410-767-3777) for meeting confirmation.