

**Atlanta Regional Commission
FTA Section 5310
NOFA FY2025 - FY2027***

**ARC's FTA 5310 – Notification of Funding Availability
(NOFA)**

FY2025 - FY2027*

PROJECT PROPOSAL DEADLINE: May 20, 2024

Atlanta Regional Commission
Aging and Independence Services
229 Peachtree Street, NE, Suite 100
Atlanta, Georgia 30303
(404)-463-3100



****One year contract, with options to renew**

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DATE	DESCRIPTION
April 17, 2024	NOFA Open
April 19, 2024	Pre-Proposal Conference virtually via Microsoft Teams 12:00pm – 1:00pm
April 22, 2024	Questions due by 5:00pm to 5310@atlantaregional.org
May 1, 2024	Questions and answers posted to ARC website by 5:00pm
May 20, 2024	Proposals due by 5:00pm, submitted via ARC website
June 5, 2024	Award Announcement by 5:00pm
October 1, 2024 – September 30, 2025	Contract Year
October 1, 2025 – September 30, 2026	One-year renewal based on satisfactory performance
October 1, 2026 – September 30, 2027	One-year renewal based on satisfactory performance

NOTIFICATION OF FUNDING AVAILABILITY (NOFA)

1. Important Information

The Atlanta Regional Commission (ARC), the metro Atlanta Area Agency on Aging, issues this Notice of Funding Availability (NOFA) and is the sole point of contact. The ARC reserves the right to reject any or all proposals, or to award in whole or in part if deemed to be in the best interest of ARC to do so. The Executive Director of the ARC has authority to award contracts or agreements to the Applicants that offer the best proposal, cost and other factors considered.

To be considered for grant funding, applicants must submit a proposal in response to this NOFA. Services can be delivered directly or through subcontractors.

Applicants must electronically submit all items included in the proposal through the portal at: <https://atlantaregional.org/procurement/> . A response will be automatically generated to acknowledge receipt of your proposal.

All data must be uploaded and received by **5:00 PM May 20, 2024**. Late proposals will not be accepted.

To be considered for selection, applicants must submit a complete response to this NOFA, including the *Proposal Response Template*, the *Financial Components Workbook*, Applicant Transmittal Cover Page, and must upload the documents in a zip file according to directions provided in the NOFA posting. The contents of the proposal submitted by the successful Applicant will become a part of any contract awarded.

CONFIDENTIALITY AND CONFLICT OF INTEREST

ARC is subject to the Georgia Open Records law. All proposals submitted will become public records to be provided upon request. Any information containing trade secrets or proprietary information, as defined by state law, must be marked as confidential to prevent disclosure. Confidential markings must be limited to the protected information. Entire proposals marked confidential will not be honored.

Additionally, conflicts of interest are governed by the ARC Standards of Ethical Conduct available here: [Standards of Ethical Conduct](#). Respondents must disclose any potential conflicts of interest that may arise from the provision of services described herein. Such disclosure should include the name of the individual(s) with whom there is a conflict, any relevant facts to the potential conflict, and a description of the internal controls proposed to mitigate any such conflict. ARC's Staff Legal Counsel will determine whether such disclosure presents a potential organizational conflict of interest that should preclude award to the respondent.

1.1. RESTRICTIONS ON COMMUNICATION WITH ARC

All questions regarding ARC's FTA Section 5310 NOFA must be received via email to 5310@atlantaregional.org by **5:00 PM April 22, 2024**. Any questions asked after this date will not be responded to. All questions received via email and those asked at the Pre-Proposal Conference will be posted with responses on the ARC website by **5:00 PM on May 1, 2024**

1.2. Pre-Proposal Conference

A Pre-Proposal Conference will be held virtually via Microsoft Teams from **12:00pm – 1:00pm on April 19, 2024**

Microsoft Teams meeting

Join on your computer, mobile app or room device.

[Join the meeting now](#)

Or call in (audio only)

[+1 470-419-6063](tel:+14704196063), 775304375# United States, Atlanta

Phone conference ID: 780 268 034#

Attendance at the Pre-Proposal Conference is voluntary for responding to this Notice. However, any organization which intends to submit a proposal is highly encouraged to attend. The purpose of the Conference is to provide information regarding the NOFA and to address any questions and concerns regarding the services sought by the ARC through this NOFA.

1.3. Amendments

ARC reserves the right to revise this Notice at any time prior to award. In the event it becomes necessary to revise any part of this Notice, information regarding revisions will be provided to all Applicants via ARC's website <https://atlantaregional.org/procurement/>

1.4. Proposal Withdrawal

A submitted proposal may be withdrawn prior to the due date by sending a written request to the Issuing Officer, Meghan Murphy at mmurphy@atlantaregional.org. A request to withdraw a proposal must be signed by an authorized agency representative.

1.5. Submitting the Proposal

All proposals are due by **5:00 PM May 20, 2024**, and are only accepted electronically through the portal at <https://atlantaregional.org/procurement/>. All electronic submissions will be time and date stamped according to when the submission is received by the ARC mail server. Any proposals received after this appointed time will be considered late and will not be accepted. The proposal due date can be changed only by addendum.

1.6. Rejection of Proposals and Cancellation of NOFA

ARC reserves the right to reject any and all proposals, to waive any irregularity or informality in a proposal, and to accept or reject any item or combination of items, when to do so would be to the advantage of the ARC. It is also within the right of the ARC to reject proposals that do not contain all elements and information requested in this document. The ARC reserves the right to cancel this Notice at any time. The ARC will not be liable for any cost/losses incurred by the Applicants throughout this process.

2. Overview

2.1. Introduction

The Atlanta Regional Commission (ARC) is the regional planning and intergovernmental coordination agency for the metro Atlanta, Georgia region, defined as a 11-county area including Cherokee, Clayton, Cobb, DeKalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, and Rockdale counties, as well as the City of Atlanta. ARC serves as the Atlanta Area Agency on Aging, Workforce Development Agency, Regional Commission, and the Metropolitan Planning Organization (MPO).

The MPO is a 23-county area federally designated for regional transportation planning to meet air quality standards and for programming projects to implement the adopted Regional Transportation Plan. The Atlanta Urbanized Area (UZA) (see Appendix I, Figure 1.1) is a Census designated boundary for population of 50,000 or more and is also represented by the Atlanta MPO.

The FTA Section 5310 program provides funds for the Atlanta UZA to improve mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options. This program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas – large urbanized (over 200,000), small urbanized (50,000-200,000), and rural (under 50,000). Eligible projects include both “traditional” capital investment and “nontraditional” investment beyond the Americans with Disabilities Act (ADA) complementary paratransit services.

2.2 Program Goals

The Atlanta Regional Commission's overarching goal in the FTA Section 5310 Notification of Funding Availability is to improve mobility for older adults and individuals with disabilities in the metro region through activities and projects that remove barriers to transportation services, identify new/innovative approaches to transportation for clients, expand mobility options and allow maximum flexibility in allowing consumers to travel when and where they desire to go.

The criteria for selecting activities and projects funded through Section 5310 are in part based on the priorities and recommendations from ARC's 2017 Update to the ARC Coordinated Human Services Transportation (HST) Plan: *Managing Mobility in the Atlanta Region*. <https://atlantaregional.org/plans-reports/human-services-transportation-plan/>, as well as the [2020 Demand Response Implementation Plan](#).

2.3 Program Funding

The amount available for the projects is based on the funding allocation to the Atlanta Regional Commission by the primary grantee, the Georgia Department of Human Resources. Funds may be provided for continuation of the selected sub-recipients' programs and projects for a second and third year, dependent on satisfactory project performance and availability of funds.

The FY25 Allocation that ARC received from the Georgia Department of Human Resources is \$1,500,000 all of which is Capital funding that is reimbursed at 80 % Federal. For the program period covered by this NOFA, the Atlanta Regional Commission is awarding up to \$1,500,000.00 for each year, including match for 5310 projects.

	5310 Capital (Mobility Management and operations)
ARC FY25 Federal Funds	\$1,200,000
ARC FY25 Local Match Requirements	\$300,000
ARC FY25 TOTAL	\$1,500,000

LOCAL MATCH FUNDING REQUIREMENTS

Capital expenses require a 20% local match and Operations expenses require a 50% local match. Project proposals without required matches will be automatically disqualified.

All the local match must be provided from sources other than Federal DOT funds. However, local match may be derived from other Federal funds that are eligible to be expended for transportation if relevant criteria are met. Examples include Temporary Assistance to Needy Families, Medicaid, Employment Training programs, Rehabilitation Services, and Older Americans Act.

To be eligible for local match for FTA funds, the other Federal funds must be used for activities included in the total net project costs of the FTA grant. Expenditure of other Federal funds for transportation outside of the scope of the project cannot be applied as a credit for local match in the FTA grant.

Farebox revenue may not be used as local match. Farebox revenue is the fraction of operating expenses which are met by the fares paid by passengers. It is computed by dividing the system's total fare *revenue* by its total operating expenses. Farebox revenue is considered income and is deducted from total operating cost to determine the net cost of the activity.

The use of a non-cash local match is restricted to volunteer transportation program services, physical improvements, and computer workstation hardware and software. Restricting the use of non-cash match to these select activities is designed to be consistent with the overarching goal of developing sustainable projects.

Income from contracts to provide human service transportation may be used to reduce the net project cost (treated as revenue). The cost of providing the contract service is included in the total project cost.

Examples of sources of local match that may be used, if not otherwise disqualified from serving as match, include the following:

- State or local appropriations
- Other non-DOT Federal funds
- Dedicated tax revenues
- Private donations
- Revenue from human service contracts
- Net income generated from advertising and concessions

2.4 Program Eligibility

ELIGIBLE APPLICANTS

States and designated recipients are direct recipients; eligible subrecipients include private nonprofit organizations, states or local government authorities, or operators of public transportation

ELIGIBLE EXPENSES

The transportation section within the Offices of Facilities and Support Services in the Georgia Department of Human Services confirmed in writing to the Atlanta Regional Commission that Capital expenditures may include the following projects:

- mobility manager staff positions and related program costs,
- Trips (Paratransit, Demand-Response, Fixed/Flex Route Shuttles, etc.) regardless of whether they are voucher run programs with subcontractors
- short range transit planning if it is a part of mobility management,
- demonstration projects and technology such as scheduling software and hardware. planning and operation of coordinated systems inclusive of Geographic information Systems (GIS), global Positioning System Technology, coordinated vehicle scheduling, dispatching, and monitoring technologies. A description of the specific projects must be presented to DHS for review and

approval, as well as to ensure DHS engages in the proper subrecipient oversight and ensure that FTA's approval is not required for the specific project(s)

- technologies to track costs and billing in a coordinated system The specific project/technology must be presented to DHS for review and approval, as well as to ensure DHS engages in the proper subrecipient oversight and ensure that FTA's approval is not required for the specific project(s)
- single smart customer payment systems. The specific project/technology/payment system must be presented to DHS for review and approval, as well as to ensure DHS engages in the proper subrecipient oversight and ensure that FTA's approval is not required for the specific project(s)
- Coordination of individualized travel training and trip planning activities projects and technology such as scheduling software and hardware. planning and operation of coordinated systems inclusive of Geographic information Systems (GIS), global Positioning System Technology, coordinated vehicle scheduling, dispatching and monitoring technologies

2.5 Funding Priorities

Award selection is competitive. Proposals must exhibit cost effectiveness. Preference in the evaluation and selection process will be given to projects that offer maximum flexibility in allowing consumers to travel when and where they desire to go and/or projects that fill a gap within existing transportation options available in the geographic area.

Higher priority will also be given to applicants who propose projects of greater scale (such as geographic, ridership partnerships) as well as projects serving one or more areas with highest level of need (see Appendix I).

Two or more eligible agencies may coordinate and submit a joint application for FTA Section 5310 funding. One agency must serve as the applicant agency to administer the funding and contract. Transportation providers may also enter into operational agreements with other agencies that primarily serve older adults and individuals with disabilities to maximize funding and available resources.

3. Award Terms

3.1 Period of Award

This NOFA covers a one-year period beginning on October 1, 2024, and ending on September 30, 2025, with an option to renew for two additional years. All contracts resulting from this NOFA process are contingent on the availability of funds from the Georgia Department of Human Services (DHS) The terms and conditions of the contract with DHS and any subsequent policy decisions, laws or regulations shall be applied to the Grantees chosen through this process. The Atlanta Regional Commission may terminate the contract due to non-availability of funds, due to default, or for convenience.

3.2 Expectations of Awarded Applicants

If awarded, Grantees will be expected to:

- Attend ARC meetings and trainings designed for the Aging Services Provider Network
- Participate in ARC's onsite and/or virtual financial and program monitoring

- Conduct annual independent monitoring of all sub-contractors
- Meet all required fiscal and programmatic deadlines
- Comply with federal and state fingerprint and background check guidelines
- Submit monthly invoices by the 5th of every month
- Spend down all awarded funds by the contract deadline

3.3 Monitoring Expectations for Sub Contractors

All awardees are required to monitor their subcontractors using the ARC 5310 Transportation Monitoring Tool with related attachments and the ARC FTA 5310 Compliance Manual. All awardees are also responsible to ensure that their procurement process for subcontracting meet ARC guidelines and that all contracts drawn up with subcontractors include all the requirements as established by ARC. ARC will review those completed monitoring reports during their site visits for Monitoring. ARC is not required by the state of Georgia to provide any notice of monitoring and must not provide more than 48 hours' notice. This includes both programmatic and financial monitoring of services. Transportation services monitoring must take place before June 30th of each fiscal year.

3.4 Renewal Considerations

Contracts will be awarded on a yearly basis with renewal based on satisfactory performance and availability of funds. Budgets, one-way trips provided and/or service hours provided and cost per trip will be reviewed annually and adjustments to contracts will be made based on actual expenditures, units delivered, number of persons served, and allocations received through the Georgia Department of Human Services (DHS). During this process, one-year budgets for each service the Applicant is proposing will be reviewed in accordance with directives provided by DHS.

3.5 Funding Variance

If funding to the ARC AAA is reduced and reduction of Grantee award levels is deemed necessary by ARC, ARC will determine a reduction strategy. ARC may reduce funding to each Grantee on a straight percentage basis. Alternatively, ARC may reduce or eliminate services ARC deems to not be effectively delivered. ARC reserves the right to establish additional strategies and/or new criteria for reductions during the term of the contract.

ARC further reserves the right to amend contracts based on project service levels and/or other performance factors to assure there will be cost effective service provision.

3.6 Certifications, Assurances, and Requirements

Grantees will comply with all applicable Atlanta Regional Commission, Georgia Department of Human Services and Federal Transportation Administration and other relevant federal and state standards, guidelines, policies, and procedures.

Detailed information concerning the legislation, regulation, program standards and guidelines in the delivery of Home and Community Based Services (non-Medicaid) is available at the following:

- Federal Transportation Administration. Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310 <https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section->

- Circular FTA C 9040.1G
https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA_Circular_9040_1Gwith_index_-_Final_Revised_-_vm_10-15-14%281%29_1

The ARC website contains information and documents that may be useful to the completion of this Request for Proposals application. Additionally, the Human Services Transportation webpage provides valuable information for those interested in learning more about public transportation programs and ARC's Coordinated Human Services Transportation (HST) Plan: *Managing Mobility in the Atlanta Region*. <https://atlantaregional.org/plans-reports/human-services-transportation-plan/>, as well as the [2020 Demand Response Implementation Plan](#).

Grantees will be required to submit the following documentation prior to contract execution:

- General Financial Requirements and Assurances (most recent Single Audit, or financial statements as applicable);
- Required Certificates of Insurance with ARC as a named party;
- Subcontractor Approval Form;
- Assurance of Compliance with Title VI of the Civil Rights Act of 1964;
- Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended, and the Americans with Disabilities Act of 1990;
- Disclosure of Lobbying Activities Form;
- Certifications Regarding Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements and Lobbying;
- Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement;
- Procurement process and procedures for subcontracting to include notices of such procurement and copy of RFP and/or bidding process;
- Executed contracts with sub-contractors, and certificates of insurance; and
- Such other documentation as ARC determines is needed to successfully execute the Grantee's contract.

Awarded applicants must be prepared to meet all applicable Federal, State, and Local requirements in the areas including, but not limited, to: Legal; Financial; Vehicles; Maintenance; Training; Procurement; Civil Rights; Title VI; Limited English Proficiency; Disadvantaged Business Enterprise; Americans with Disabilities Act; Equal Employment Opportunity; Asset Management; Debarment & Suspension; Lobbying; Safety & Security (see Appendix III: Civil Rights Requirements

***These forms are not to be submitted as part of the proposal but will be required as a part of the contract documents for successful awardees.*

Federal requirements, Certifications, and Assurances pass through to third party contractors. As such, ARC requires review and prior approval of any Third-Party Contracts to ensure all such requirements are part of Third-Party Contracts. Existing Third-Party Contracts should be included in the proposal submitted in response to this Notice.

4. Proposal Evaluation Criteria

4.1. Proposal Evaluation

All proposals will be evaluated using the criteria specified below with the relative weights shown in parenthesis. Selection will include an analysis of proposals by an Evaluation Committee composed of ARC personnel who will review the proposal submittals in accordance with the submittal requirements and the evaluation criteria set forth below. The committee may request oral interviews and/or site visits. ARC reserves the right to award this contract based on initial proposals received without formal interviews. Awards will not necessarily be based on cost alone. Other factors, as detailed in the Notice, will be considered in determining what proposal will be deemed to best meet the needs of ARC.

Organizational capacity (40): responses will be scored on a scale based on amount of detail and clarity of the topics below:

- The applicants experience in delivering transportation services and ability to implement the project and experience in working with populations 65 and above.
- The documented need for transportation in the service area
- Quality assurance process to ensure standards of promptness in service delivery, monitoring of subcontractors and ongoing quality improvements.
- Outreach plan to ensure targeting of older populations in greatest socioeconomic need
- Continuous training and professional development for staff (and volunteer, if applicable)
- Emergency preparedness plan for weather related emergencies, fires, pandemics, and other disasters or emergencies
- Partnerships or collaborations that will work directly with this award

Service proposed (40): responses will be scored on a scale based on amount of detail and clarity of the criteria below:

- Responses clearly indicate why the services are needed, how it will address gaps in transportation, overcome other barriers and give individuals greater access to mobility options.
- Description of how the service will be provided that creates a full overview of the service

Budget (20): responses will be scored on a scale based on amount of detail and clarity of the topics below:

- The budget provides an accurate assessment of all costs associated with project/program activities as outlined in the Unit Cost methodology form
- The budget corresponds to the descriptions in the narrative and demonstrates the capacity to carry out program activities in a cost-efficient manner comparable to regional rates
- The financial risk assessment tool is validated by the finance manager at ARC
- Review of any previous grants with Older American Act funds and state funds and amount of funding left unspent.
- The applicant has demonstrated capability to carry out the proposed activities in a financially efficient manner wherein the costs per ride are reasonable compared to regional and national rates or reasons for higher rates are clearly explained
- The applicant clearly identifies and demonstrates capacity to provide required match funds

5. Proposal Narrative

General Instructions

To be considered for selection, applicants must submit a complete response to this NOFA online via <https://atlantaregional.org/procurement/>. The contents of the proposal submitted by the successful applicant will become a part of any contract awarded because of these specifications. The answers to all questions must be completed including the Transmittal Cover Sheet, Proposal Response Template and Financial Components Workbook. Refer to the online NOFA Directions document for complete instructions.

Section 5.1: Every proposal must complete the Organizational Capacity section.

Section 5.2: Complete the questions in the service proposal.

Section 5.3: Complete Financial Components Workbook comprised of the Budget Narrative, Budget Summary and Uniform Cost Methodology (UCM) spreadsheet. The Uniform Cost Methodology should split out the cost of Mobility Management and associated costs of management. The cost of trips would be inclusive of all driver personnel and related costs for the trips.

Section 5.4: Complete the Applicant Transmittal Cover Page and submit all required documentation from the checklist.

5.1. ORGANIZATIONAL CAPACITY

1. Describe the agency's experience in running a transportation program and its ability to implement the proposed transportation project. Include the number of years the agency has worked with the target population over 65.
2. Identify how outreach is conducted to ensure that those most in need of this service are made aware of it?
3. Identify any partnerships or collaborations with other community organizations or private businesses that will strengthen the services provided.
4. Describe how the agency will manage risk and provide for safe delivery of services including:
 - Maintenance
 - Drivers' records
 - Driver training
 - Equipment safety
 - Background checks: Regardless of the type of transportation offered, all drivers must meet the DHS requirement for a federal criminal background and fingerprint check.

5. Describe your steps for **quality assurance**. Include your process for:
 - a. How do you measure timeliness of rides?
 - b. What is your process for no shows?
 - c. Monitoring of program whether internal or subcontracted
 - d. continuous quality improvement
6. Describe how you handle multiple emergencies (i.e., Severe Weather, pandemics, etc.), and how your staff mobilizes to ensure client safety and continuity of service during the emergency.

5.2. SERVICE PROPOSAL

There are two type trips eligible for funding as defined here:

DEMAND RESPONSE:	A service that provides a one-way trip from one location to another. Demand-response trips can be delivered through volunteers, vouchers, or transportation providers' staff and fleets. A unit of service is a one-way trip from an origin to a destination.
FIXED ROUTE SERVICE:	Fixed route shuttle services are defined as those that operate vehicles along a predetermined route and can carry multiple passengers. A unit of service is a one-way trip.

1. Describe the service area in this proposal and include the following in your response.
 - List the current options for transportation in this service area and how your proposal would expand mobility options for seniors in the area. if applicable, identify how your proposal might improve coordination among the service options
 - Address the identified gaps in transportation that exist and how your proposal will address those gaps
 - Identify any other existent barriers to transportation in the service area and explain how our proposal would remove those barriers
 - Identify how a new/innovative approach to transportation for the clients and service area would be implemented
 - Explain how the proposed project offers maximum flexibility in allowing consumers to travel when and where they desire to go
2. How do you plan to operationalize this service?
 - type of trips
 - dialysis

- medical (general appointments)
 - quality of life including grocery, hair, visiting, shopping etc.
 - demand response,
 - fixed route
- Who will provide the trips?
 - In house fleet and types of vehicles
 - Subcontractors and types of vehicles
 - Volunteer program
- Will trips be calculated as one-way trips or one hour of service. If they are calculated on one hour of service explain how that was determined
- Days and hours of operation
- If fixed routes: how many routes

3. Provide overview of ridership.

- How do individuals register for the program?
 - What is the eligibility criteria;
 - What is the intake process;
 - Is there prioritization of consumers; If so, how?
 - Are there cost shares and if so, how assessed and collected?
 - Are there restrictions on the number of trips per month for each consumer
- How do individuals order rides?
- What is the estimated number of unduplicated riders served annually by this project? Please include demographic information such as age, disability status, income, and other factors.

4. As transportation is in such high demand, how do you prioritize need and ensure that there is no other mode of transportation available to clients you plan on serving?

5. How many one-way trips do you estimate this project funded at the total amount would provide?

- How do you track rides and ensure they have taken place?
- How do you track on-time rides;
- How do you track no shows? Also include your process for no shows

6. Provide an operational plan for providing service. Include any timetables, routes, and/or maps showing the service area and coverage (if applicable).

7. Describe the performance measures that will be used to evaluate the effectiveness of the project in meeting identified goals and objectives. Successful projects must show quantifiable measures of coordination

8. Describe the agency's plan to monitor and evaluate the project throughout the contract period.

9. Explain how the project will demonstrate a positive impact on the target population and how those impacts will be assessed.

5.3. BUDGET PROPOSAL

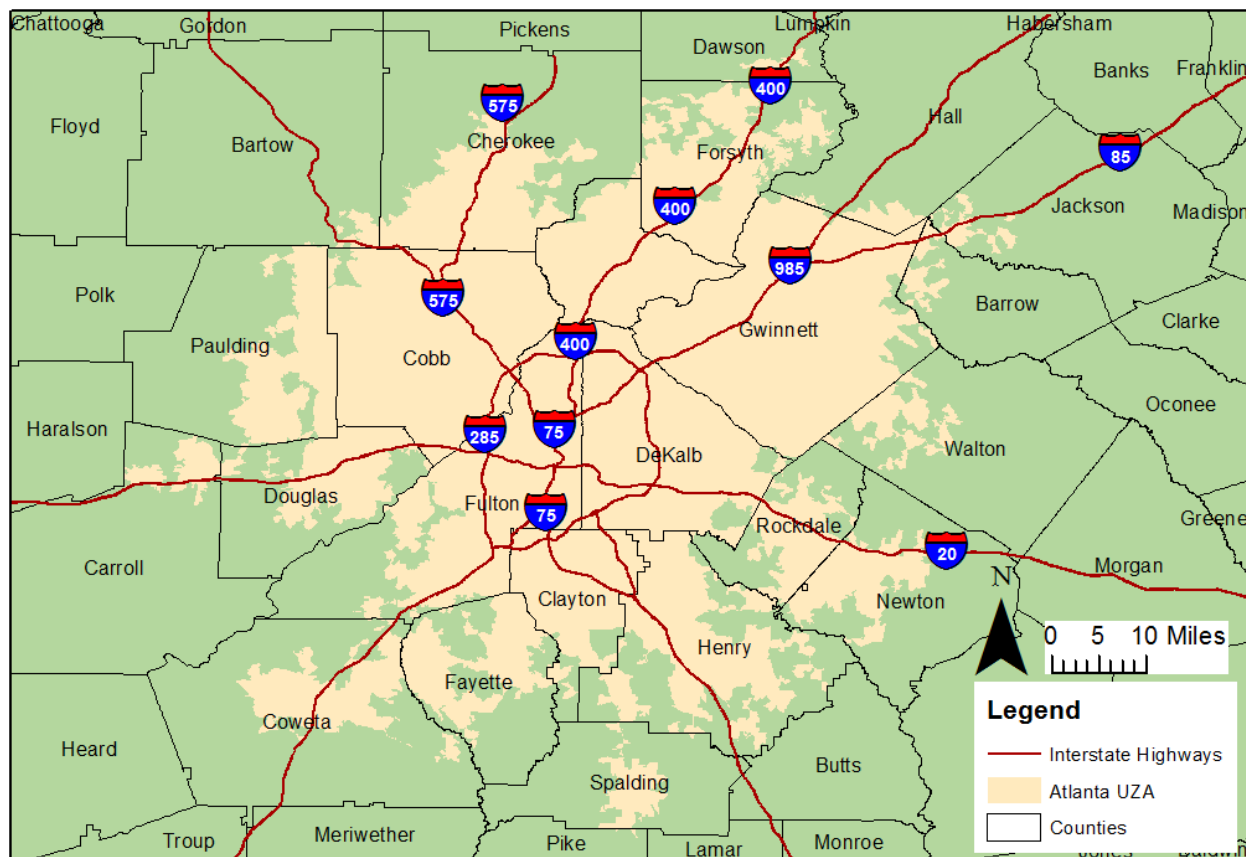
All Applicants must submit the Financial Components Workbook, which consists of the Budget Narrative, the Budget Summary form which must include the anticipated number of one-way trips and/or the number of service mileage, the number of anticipated unduplicated riders, the anticipated type of trips being medical, personal, employment) and the intended rider demographic including age, disabled and low income. and the Uniform Cost Methodology (UCM) spreadsheet for personnel and support. Instructions for the UCM spreadsheet are attached in the NOFA posting. Each Applicant will develop separate line-item cost for mobility management and a unit cost for trips. ARC will consider the unit cost(s) and/or line-item cost in negotiating contract expectations with providers.

The budget for each service the Applicant is proposing to provide must be developed for one year, beginning October 1, 2024, and ending September 30, 2025

Funds for this contract are contingent upon receipt of funds from Federal and/or State sources. The available funding detailed in this NOFA are one-year projections based on planning allocations received for Fiscal Year 2024. The projections are subject to change based on the actual allocations received by ARC.

Appendix I

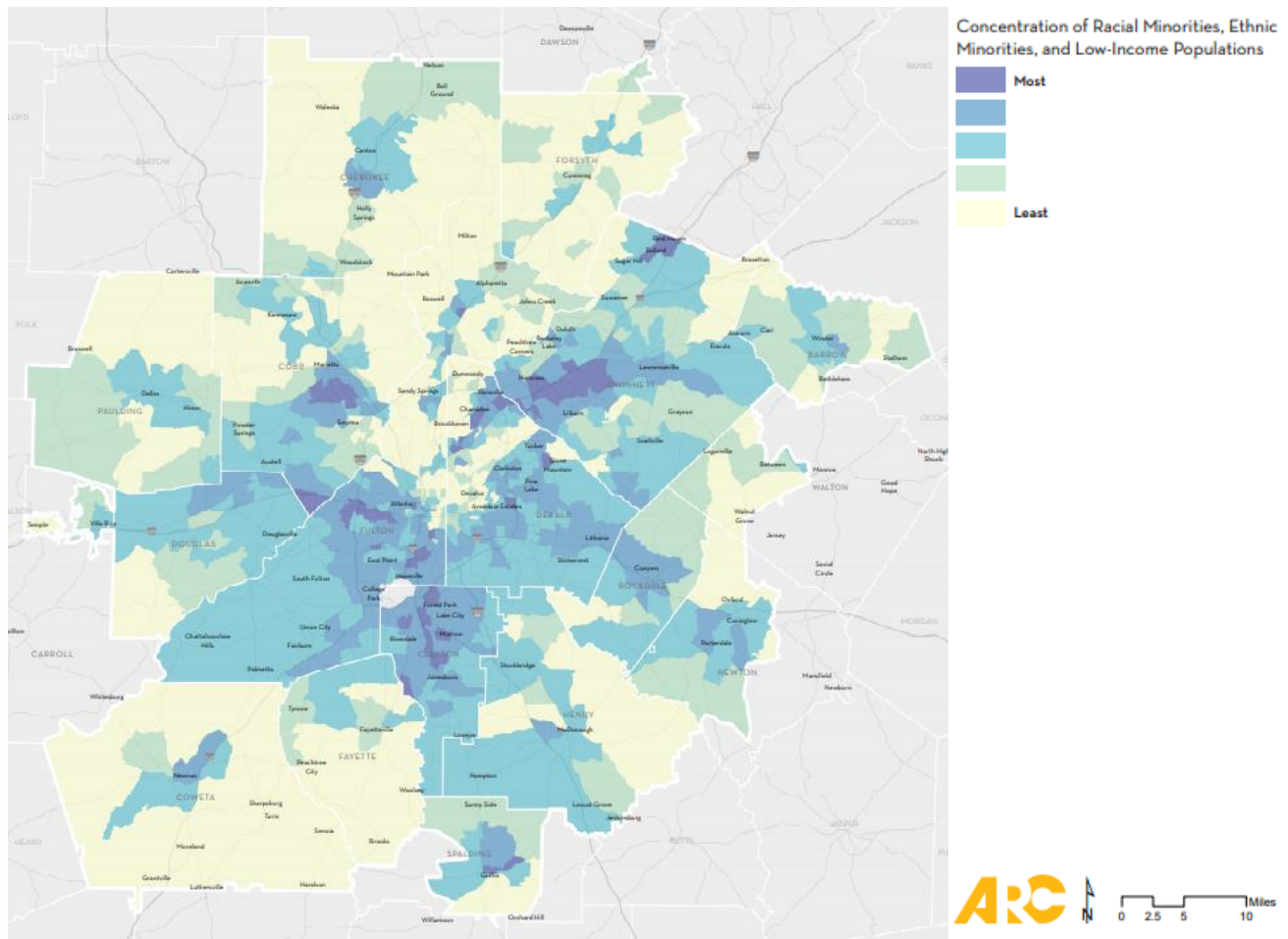
FIGURE 1.1 - ATLANTA URBANIZED AREA (2010)



FTA Section 5310 funding is apportioned based on the Atlanta UZA. The U.S. Census determines UZA boundaries. The latest Atlanta UZA boundary is from 2010 and includes portions of 23 counties:

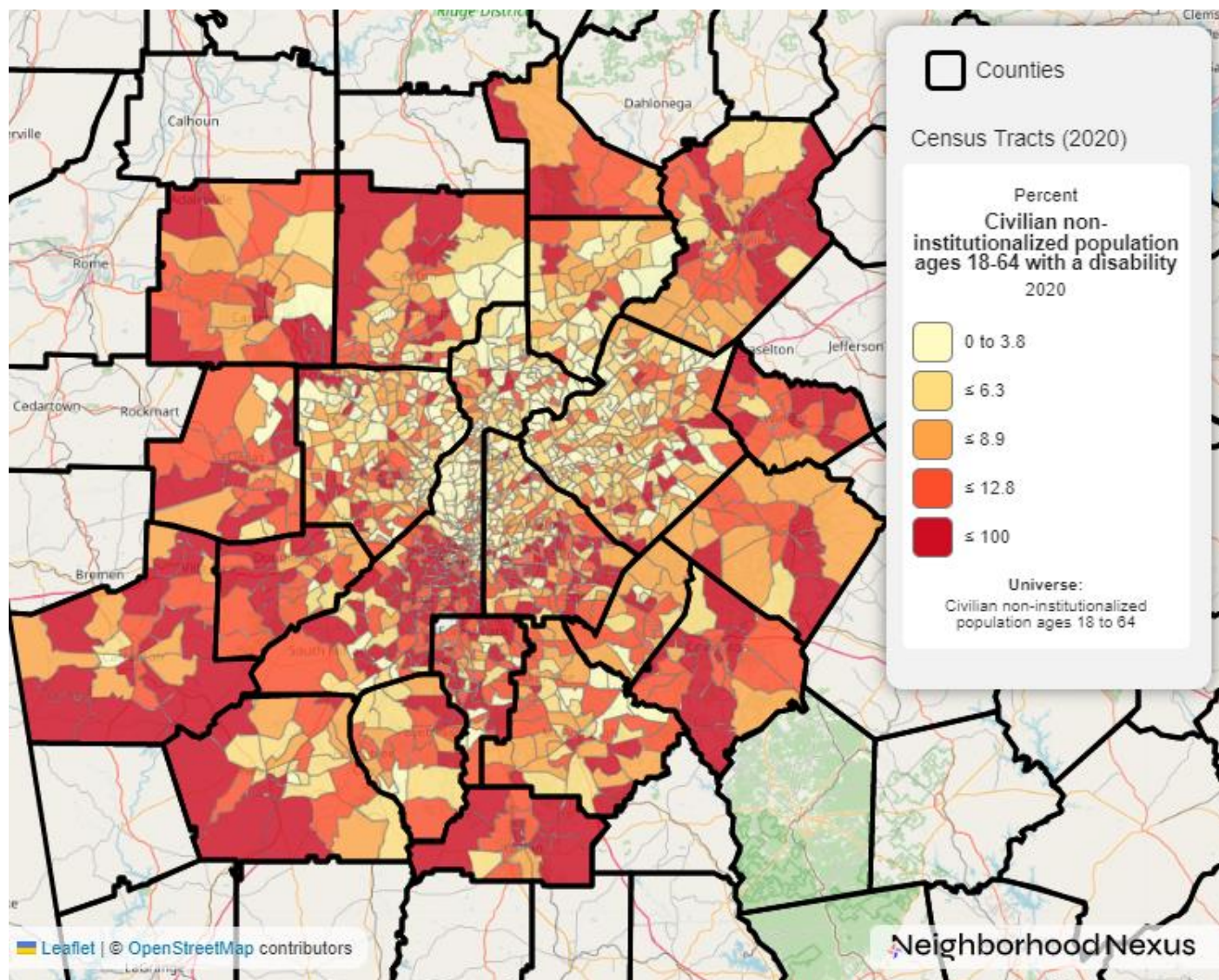
✓ Barrow	✓ DeKalb	✓ Jackson
✓ Bartow	✓ Douglas	✓ Newton
✓ Carroll	✓ Fayette	✓ Paulding
✓ Cherokee	✓ Forsyth	✓ Pike
✓ Clayton	✓ Fulton	✓ Rockdale
✓ Cobb	✓ Gwinnett	✓ Spalding
✓ Coweta	✓ Hall	✓ Walton
✓ Dawson	✓ Henry	

FIGURE 1.2 - ENVIRONMENTAL JUSTICE (EJ) MODEL



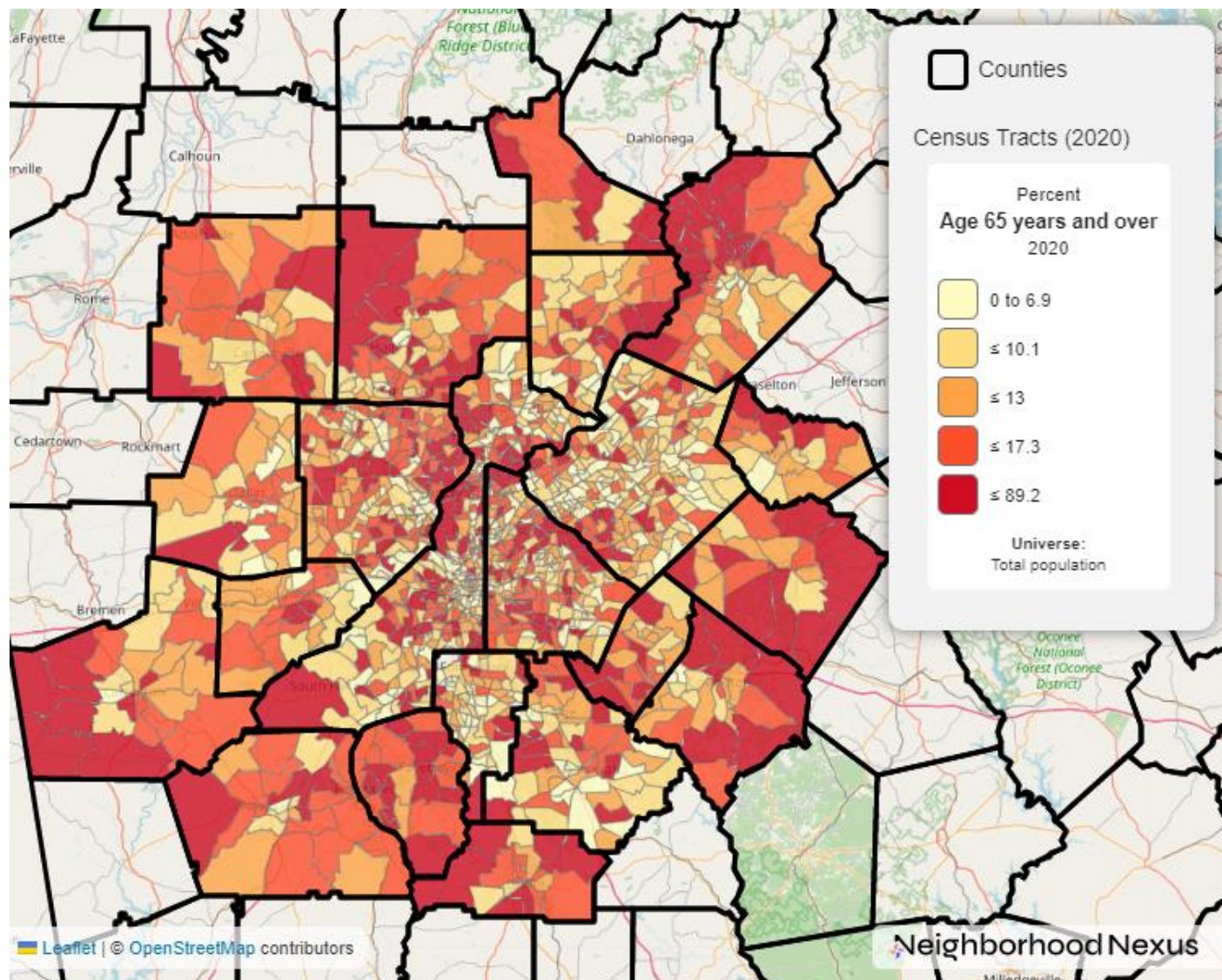
Formerly referred to as Equitable Target Areas (ETA), the Environmental Justice (EJ) model still considers racial minority, ethnic minority, and low-income populations, but moves away from the index methodology used in previous models. These three inputs are considered indicators of the greatest potential inequality in the Atlanta region. Therefore, the Environmental Justice (EJ) model can be employed for project prioritization and evaluation, resource allocation, and decision-making at the regional and local levels.

FIGURE 1.3 - PERCENT OF POPULATION AGES 18-64 WITH A DISABILITY



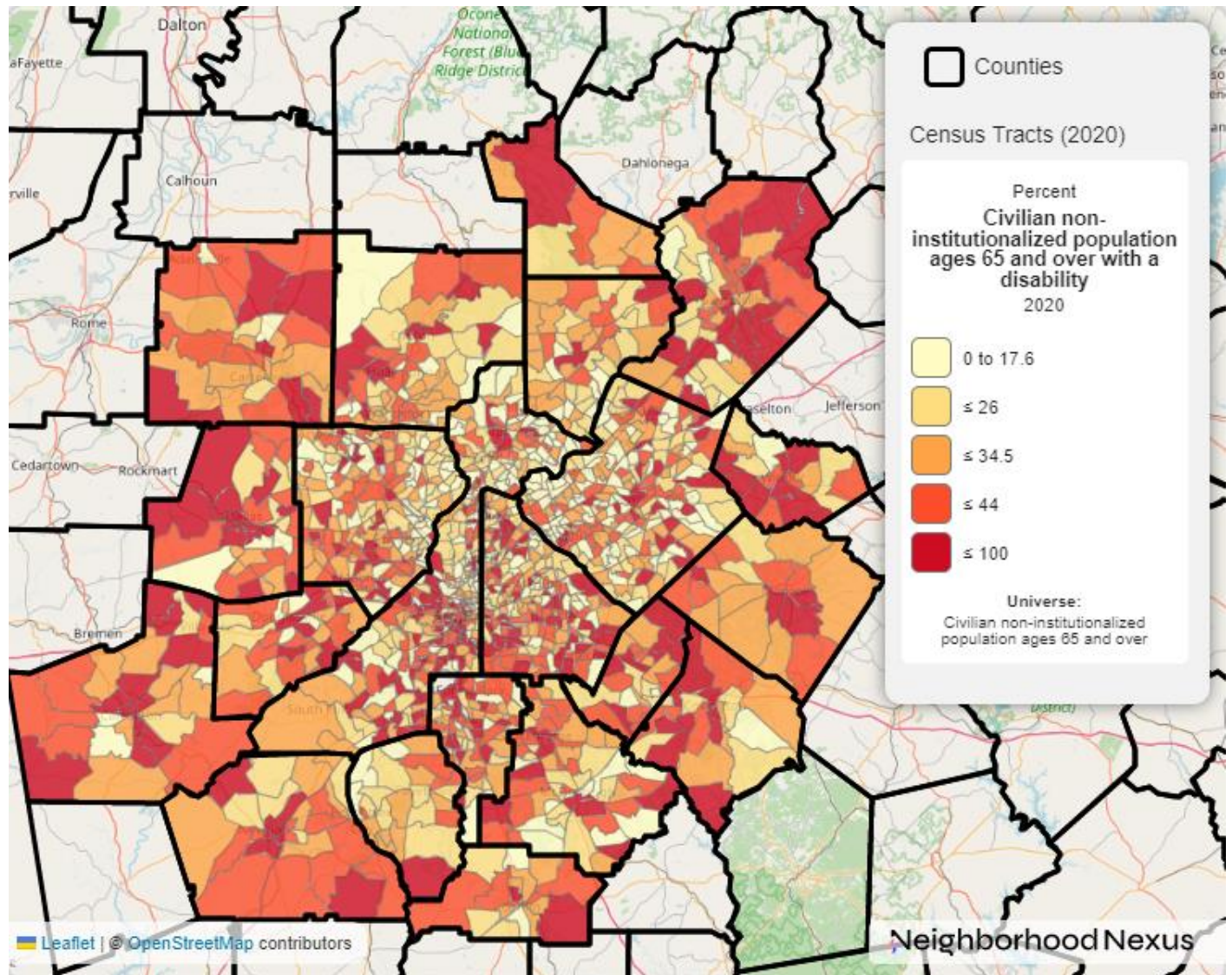
Source: <http://www.neighborhoodnexus.org/>

FIGURE 1.4 - PERCENT OF POPULATION AGES 65 AND OVER



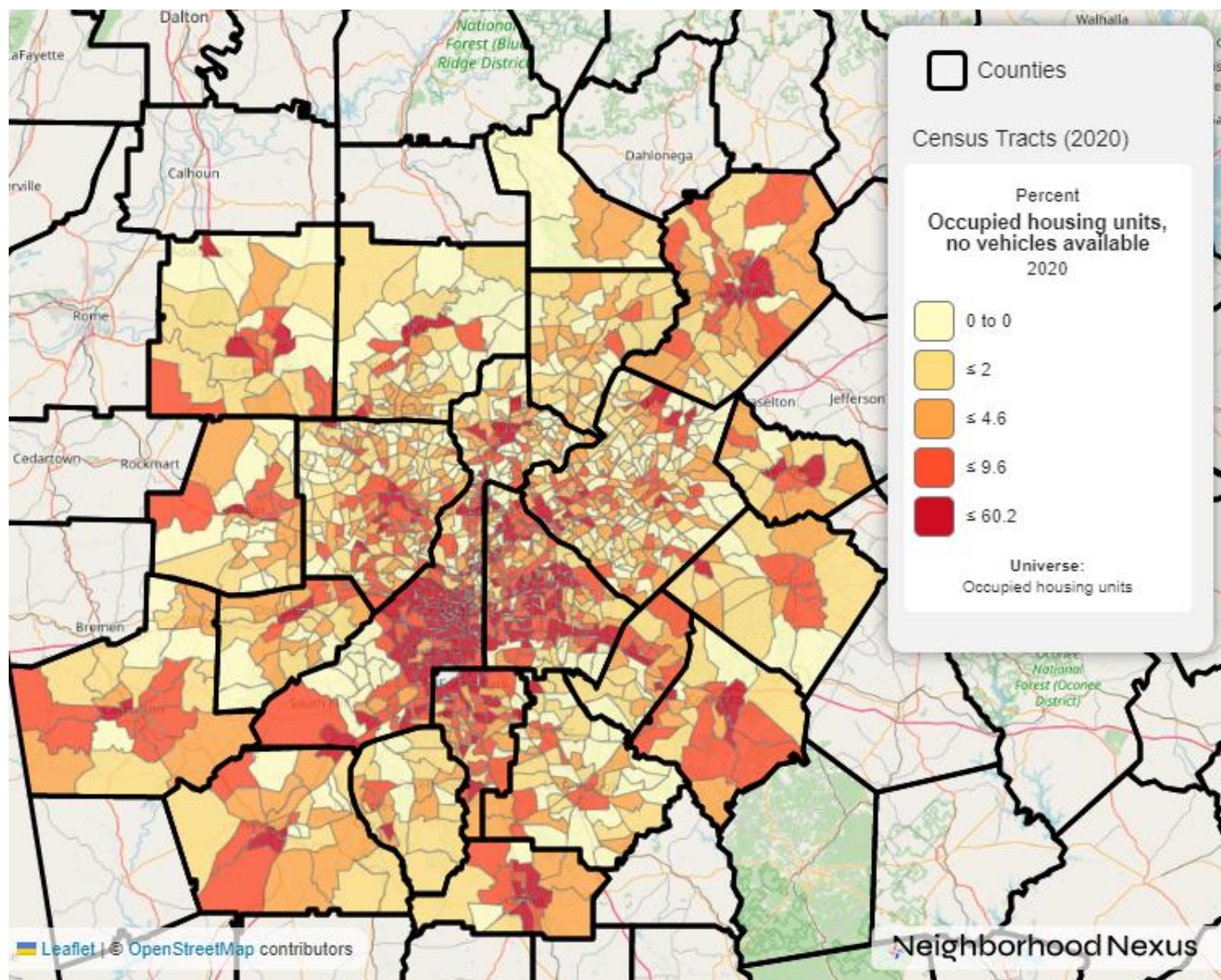
Source: <http://www.neighborhoodnexus.org/>

FIGURE 1.5 - PERCENT OF POPULATION AGES 65 AND OVER WITH A DISABILITY



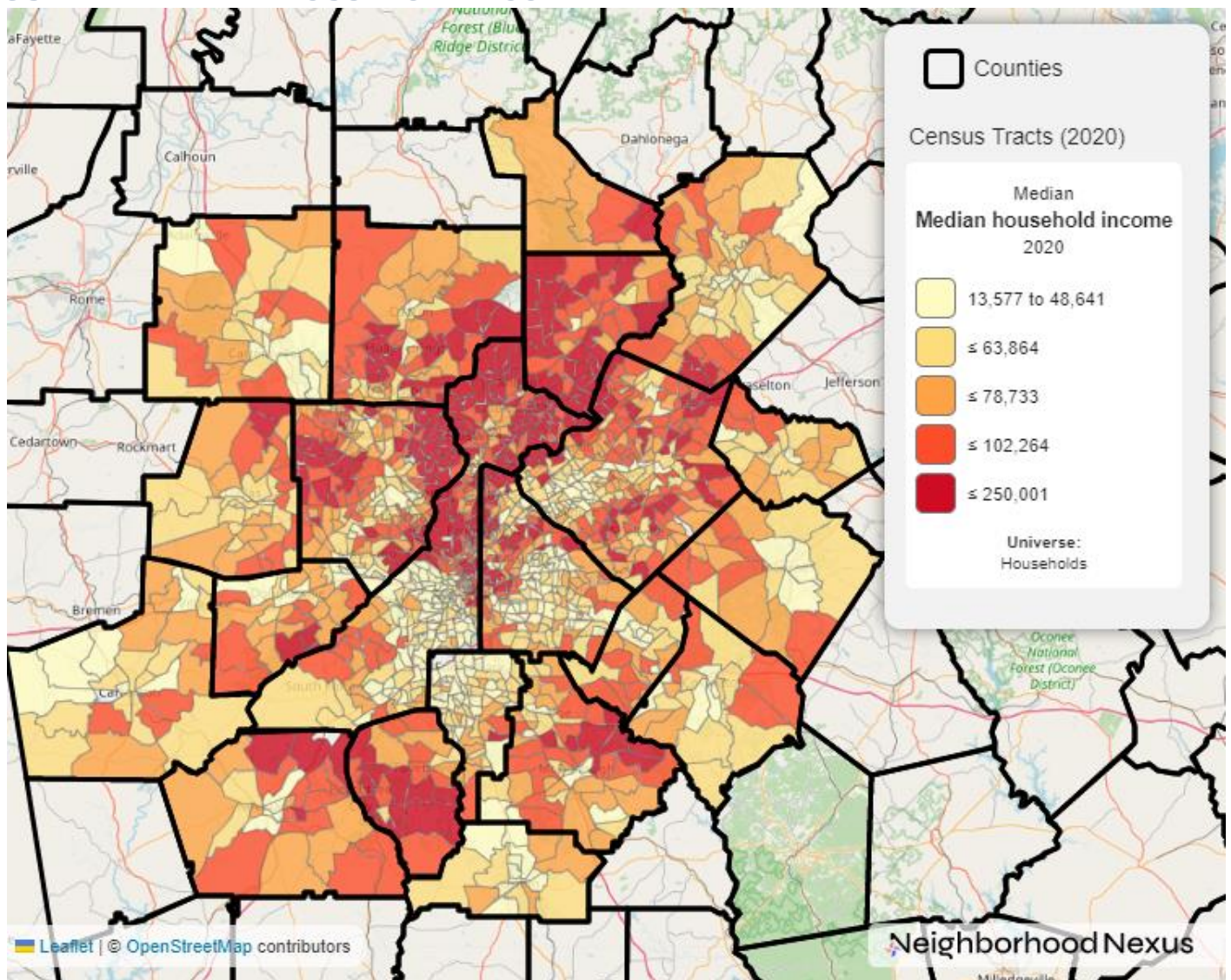
Source: <http://www.neighborhoodnexus.org/>

FIGURE 1.6 - PERCENT OF HOUSEHOLDS WITH NO CAR



Source: <http://www.neighborhoodnexus.org/>

FIGURE 1.7 - MEDIAN HOUSEHOLD INCOME



Source: <http://www.neighborhoodnexus.org/>

Appendix II: Demographic Characteristics

Persons with Disabilities:

Approximately 233,691 persons aged 18-64 have disabilities in the 10-county Atlanta region. This accounts for 8.0% of the region's 18-64 population. Around 437,860 civilian, noninstitutionalized persons across all ages have disabilities as of the 2020 American Community Survey (ACS 5-year), meaning that 9.6% of that total population has one or more disabilities. There are many areas in the Atlanta region where persons with disabilities have no access to ADA complementary paratransit services. Persons with disabilities reported a lack of transportation options as one of the major barriers to being able to live inclusively within their communities.

Older Adults:

According to the 2020 5-year ACS, 11.7 percent of the 10-county Atlanta region's population is 65 and older, amounting to almost 534,556 people. By the year 2050, the share will grow to 21.8 percent, with 1.4 million older adults projected to reside in the 10-county Atlanta region.

Persons with Low Income (Poverty Status):

As of 2020 5-year ACS estimates, the 10-county Atlanta region is home to about 521,154 people living at or below the poverty line, with another 381,077 within 150% of this line. The 902,231 individuals living within 150% of the poverty line represents 19.9% of the region's total population. It was found that areas where persons with low income live vary greatly from where they work, which often causes significant transportation challenges and costs to those earning the least.

Human Services Transportation Coordination Gaps and Barriers

Aside from funding, seven common variables are identified as being fundamental gaps or barriers to coordination in the region:

- Geographical boundaries / large and multi-jurisdictional region
- Individual agency and organizational restrictions
- Little or no incentive to coordinate
- Political vs. technical feasibility
- Lack of adequate infrastructure
- Lack of state coordination and support
- Other regional priorities (e.g., congestion)

Appendix III: Civil Rights Requirements

29 U.S.C. § 623, 42 U.S.C. § 2000; 42 U.S.C. § 6102; 42 U.S.C. § 12112;
42 U.S.C. § 12132; 49 U.S.C. § 5332; 29 CFR Part 1630; 41 CFR Parts 60 et seq.

- (1) Nondiscrimination** - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the applicant agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the applicant agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- (2) Equal Employment Opportunity** - The applicant agrees to the following equal employment opportunity requirements:
- (a) Race, Color, Creed, National Origin, Sex** - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the applicant agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The applicant agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.
 - (b) Age** - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the applicant agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.
 - (c) Disabilities** - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the applicant agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.
- (3)** The applicant also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary, to identify the affected parties.
- (4)** The applicant also agrees to comply with the portion of Title VI of the 1964 Civil Rights Act that states, "No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." The applicant must supply any person who believes that he/she has been aggrieved by an unlawful

discriminatory practice on the basis of race, color, or national origin by the applicant with a Title VI Complaint form (see Applicant Resources) & must investigate the matter.

U.S. DOT Disadvantaged Business Enterprises (DBE) Requirements:
49 CFR Part 26

- (1) The applicant agrees to meet the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
- (2) The applicant also agrees to not discriminate on the basis of race, color, national origin, or sex in the performance of this project. The applicant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this project. Failure by the applicant to carry out these requirements is a material breach, which may result in the termination of this project or such other remedy as ARC deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
- (3) The applicant also agrees to report its DBE participation obtained through race-neutral means throughout the period of performance.
- (4) The applicant also agrees to pay its subcontractors performing work related to this project for satisfactory performance of that work no later than 30 days after the applicant's receipt of payment for that work from the ARC. In addition, the applicant may not hold retainage from its subcontractors.
- (5) The applicant also agrees to promptly notify ARC whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The applicant may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of ARC.

Lobbying Requirements: 31 U.S.C. 1352; 49 CFR Part 19; 49 CFR Part 20

- (1) The applicant agrees that no Federal appropriated funds will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) The applicant also agrees that if any funds other than Federal appropriated funds will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (See Applicant Resources.)
- (3) The applicant also agrees to require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

- (4) The applicant also agrees that, pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.
- (5) The applicant also understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.