



**TO:** All Potential 5310 Applicants  
**FROM:** Lina Smith, Grant Coordinator  
**SUBJECT:** Section 5310 San Antonio Urbanized Area Program  
FY2019-2020 Call for Projects

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Please be advised that the application deadline has been extended to November 8<sup>th</sup>, 2019.

The technical application has been enhanced to include clarifications to address questions received. Please find the updated application on VIA's webpage <https://www.viainfo.net/grant-5310/>

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VIA Metropolitan Transit, a designated recipient of the Federal Transit Administration (FTA), is now accepting applications from organizations including state or local governmental authority, private non-profit organizations, and/or an operator of public transportation that receives a Section 5310 grant indirectly through a recipient. Grant funds are available for capital and operating expenses for approved projects.

The goal of the program is to improve mobility for older adults and people with disabilities by providing alternatives when the transportation service is unavailable, insufficient, or inappropriate and expanding transportation mobility options.

Section 5310 application materials and additional information can be found at [www.viainfo.net/grant-5310](http://www.viainfo.net/grant-5310).

Project applications will be accepted for FY 2019 and FY 2020 apportionments.

### **Project Selection and Evaluation Criteria**

Projects will be evaluated based on the criteria listed below. The Section 5310 San Antonio Urbanized Area (UZA) Program Evaluation Committee will evaluate projects based on the information provided in the application and supporting documents and shall ensure fair and equitable distribution of funds.

<b>Evaluation Criteria</b>		<b>Weight</b>
A	Project Needs	20
B	Project Planning and Implementation	20
C	Project Budget	15
D	Program Effectiveness and Evaluation	20
E	Organizational Preparedness	25
<b>Total score</b>		<b>100</b>

### **Evaluation Committee Composition**

VIA will chair the committee as a non-voting member. Members of the evaluation committee include:

- One VIA representative serves as chair (non-voting member) and will facilitate proper coordination with the coordinated planning process;
- Five representatives from community agencies knowledgeable of transportation needs for seniors and individuals with disabilities.

### **Funding Availability**

<b>Section 5310 Award</b>	<b>FY2019</b>	<b>FY2020*</b>	<b>Total</b>
San Antonio UZA (less program admin)	<b>\$ 1,444,697</b>	<b>\$ 1,444,697</b>	<b>\$ 2,889,394</b>

\*estimated amount

Subrecipient Funding Agreements will be issued separately for Year 1 and Year 2 selected projects. Agreements will be issued after the selected Program of Projects for each year of funding is approved in a grant through the Federal Transit Administration (FTA). Requests for Reimbursement will not be processed until agreements are in place.

### **Timeline and Contacts**

The application schedule below is dependent upon the annual allocation determined by the U.S. Congress. The application schedule may be delayed beyond November or other conditions may require a revision to the schedule such as VIA Board of Trustee board meeting times.

**September 17<sup>th</sup> – November 8<sup>th</sup>, 2019 (Extension)** **Call for Projects Period**  
 VIA staff advertises VIA's post notice of the Call for Projects on the website and in local publications. VIA distributed Notices of Grant Availability to email distribution lists.

VIA staff are available to meet with applicants to answer technical questions regarding the application requirements and selection process.

Contacts:

Lina Smith Grant Coordinator <a href="mailto:Lina.Smith@viainfo.net">Lina.Smith@viainfo.net</a> 210-362-2176	Christina Bune Manager of Capital Budgets and Grants <a href="mailto:Christina.Bune@viainfo.net">Christina.Bune@viainfo.net</a> 210-362-2178
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**November 8<sup>th</sup>, 2019 5:00 p.m. Application Deadline**

Applicants must submit **one hardcopy** and **one electronic copy** (PDF format submitted via e-mail) of the completed application with all supporting documentation no later than 5:00 p.m. to:

**VIA Metropolitan Transit Authority**  
800 W. Myrtle Street  
San Antonio, Texas 78212  
Attn: Lina Smith, Grants Coordinator  
[lina.smith@viainfo.net](mailto:lina.smith@viainfo.net)

Applications received after the deadline will not be considered.

**November 2019 Project Evaluation Committee**  
The evaluation committee finalizes project funding recommendations

**December 2019 Project Recommendations to Board of Trustees for Approval**  
Project recommendations presented to VIA Board of Trustees for approval.

**January 2020 Notifications of selected projects will be sent out**