



## **2021 Equity and Accessibility: Transportation Planning Grant Frequently Asked Questions**

*(General questions and excerpted questions from the July 27th Teleconference)*

### **General Questions**

**Q. Can the submitting person be the same as contact person?**

Yes, if you will also be the project lead on the grant.

**Q. How many grants are being awarded?**

NADCT will award up to 10 community grants.

**Q. What is an MPO?**

Metropolitan Planning Organization.

**Q. Is it appropriate to be in touch with someone to see if what we are thinking fits with what you are looking for?**

Yes, if you have questions you can contact us at [contact@nadtc.org](mailto:contact@nadtc.org) or [nadtcgrant@nadtc.org](mailto:nadtcgrant@nadtc.org).

**Q. Can an organization apply for two grants one in each focus area?**

We will not accept two applications from the same entity.

**Q. How long do you expect the implementation phase to last, if funded?**

The planning grant is for a five-month period. At this point, we anticipate that the implementation would last approximately nine months.

### **Eligibility Questions**

**Q. Are all aging centers eligible for funding?**

Eligible applicants are local and regional private nonprofit or government organizations. For-profit organizations are not eligible to apply. Please refer to page 4 of the RFP for eligibility requirements.

**Q. How do we know if we are a Section 5310 organization?**

Organizations can contact their State Department of Transportation. Here is more information on Section 5310 – <https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310>.

**Q. Can an MPO be substituted for a public transit agency?**

We will fund an MPO but it is not a substitute for a public transportation agency that provides transportation in your community.

If the MPO is not the entity in your community that [leads the Section 5310 transit-human services coordinated planning process](#), we require you to get a letter from that entity. If despite your best efforts you are unable to obtain a letter from the 5310 entity, the reasons why you did not obtain the letter of commitment and your efforts to obtain such a letter must be documented in your application.

**Q. If the applying agency covers multiple counties, can the project include planning for all of the counties or just a single community?**

Yes but you need to clearly explain the area your grant will cover. The planning and implementation portions of the grant should cover the same geographic area.

**Q. Our non-profit works in 10 different states across the country. Can managers in different states apply for different planning projects in their individual markets, or would we need to apply as one entity and just pick one of our communities on which to focus?**

These are community-based grants and it's important that the focus is on a particular place and that the applicant organization is located in the community. If a local organization is an affiliate of an organization with locations in other states, that relationship must be explained clearly in the application.

**Q. Can we have two neighboring municipalities partner as the focus of the grant to coordinate services?**

If two counties or two municipalities are working together, there needs to be an agreement that one is going to be the applicant agency. That agency is going to be responsible for reporting, guiding the work and will be the lead agency.

**This section includes questions related to allowable expenses. Keep in mind that applicants should look at overall expenditures, the percentage of the budget that is consumed by each specific cost and ensure that one item or activity does not use all of the total budget. Use space in the narrative of the application to document how the items and activities in your budget meet the required elements of the grant project.**

### **Budget Questions**

**Q. Can we use the funding to pay for a planning consulting firm?**

A consultant or consultants can be used for this grant. You can use up to 35% of your budget for a consultant or for consultants. Please refer to the guidance on the second page of budget form for more information on consultants. In the budget form, we require you to specify who the consultant will be and exactly what the consultant is going to do. We advise you to know their rate.

**Q. The RFP says the grant can include indirect costs, but is there an allowable percentage or maximum percentage?**

If your organization has a NICRA agreement, that rate would be listed there. Negotiated Indirect Cost Rate Agreement (NICRA) is a document published to reflect an estimate of indirect cost rate negotiated between the Federal Government and a Grantee's organization which reflects the indirect costs (facilities and administrative costs) and fringe benefit expenses incurred by the organization. Some local entities have an indirect cost rate that has been approved by the state and this is acceptable as well.

You should know the source of your indirect cost rate and how it is derived. When in doubt go to your fiscal officer in your organization for that information. Details regarding how indirect costs are calculated, including a copy of the organization's approved Indirect Rate, must be submitted as part of the final budget that grantees must develop within two weeks of award notification. However, this documentation is not required to be submitted as part of the grant application.

**Q. Can you include the salary/hourly for a person working on the planning of the project for the grant?**

Yes, personnel costs should specify salary in budget. We want to know the percentage personnel will spend on the project and how they will spend their time on the project. Detailed documentation of the salary rate listed on the budget will be required.

### **Letter of Commitment Questions**

**Q. If we receive 5310 funding but we are not the main grant recipients, do we still need a letter?**

The required letter of commitment is not from a 5310 recipient. The letter is from the entity (e.g., planning organization or public transit) within the community that is

responsible for development of the local or regional transit human services coordinated plan. This is often led by a Metropolitan Planning Organization. If you are unable to find that entity, we suggest you contact your State Department of Transportation.

**Q. Our organization facilitates senior living facilities, DD services, and adults with DD, do we still need to reach out to additional senior and dd service providers?**

You still need at least 3 and no more than 4 letters of commitment as stated in the RFP.

Contact Heather Edmonds at [contact@nadtc.org](mailto:contact@nadtc.org) for issues related to access of the online system or to receive help in downloading pieces of information from the website. If you have any questions about the grant, please contact us at [nadtcgrant@nadtc.org](mailto:nadtcgrant@nadtc.org).