

## Section 5310 Funding: An Application Checklist

The Section 5310 Program: Enhanced Mobility for Seniors & Individuals with Disabilities is a federally funded, flexible state-managed program that attempts to remove barriers to transportation for seniors and individuals with disabilities. Funding is intended to support programs that serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. Below you will find a checklist to assist you in managing the requirements, tasks, and deadlines of the 5310 application process.

Please note that the specific application process does vary by state and this checklist should only be used as a reference guide. More information about the Section 5310 program can be found on the [Federal Transit Administration](#) website.



### **Step 1: Identify your community's regional classification and the apportionment to your region.**

Funding is distributed according to the following regional classifications:

1. Large urbanized areas (Population: 200,000+)
2. Small urbanized areas (Population: 50,000 - 199,999)
3. Rural areas (Population: under 50,000)

**To identify your community's regional classification, visit the following webpage: [Fiscal Year 2016 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Apportionments](#)**

Section 5310 funds are apportioned among the states by a formula which is based on the number of seniors and people with disabilities in each state according to the latest available U.S. Census data.

**To identify the apportionment to your region, visit the same webpage as listed above: [Fiscal Year 2016 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Apportionments](#)**



### **Step 2. Identify the recipient of the funds in your state.**

Recipients of 5310 funds are determined as follows:

- In rural and small urbanized areas, State Departments of Transportation (DOT) receive the 5310 funds as a Direct Recipient. **To find information on your state DOT, search**

**online for your “state name” + “Department of Transportation” + the phrase “Section 5310 Program”.**

- In large urbanized areas, a Designated Recipient (DR) chosen by the state governor receives the funds. **To identify who your governor has appointed as a DR for your urbanized area, use the following to search online: The “name of your urbanized area” + “state name” + the phrase “Section 5310 program”.** With this search phrase you should be able to find the name of the entity managing the funding allocation to your region.

### **Step 3. Confirm organizational eligibility as a sub-recipient.**

Eligible sub-recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation.

### **Step 4. Confirm project eligibility and regional-specific submission requirements.**

Eligible projects include both “traditional” capital investment and “nontraditional” investment beyond the Americans with Disabilities Act (ADA) complementary paratransit services.

Keep in mind that this is a state managed, flexible program and the project selection can be formula based or competitive at the discretion of each state. To find out how your state (or Designated Recipient) runs the project selection process, look for the following required documents based on your community’s regional classification:

- **Rural or small urbanized areas: Search online for a “5310 State Management Plan”**
- **Urbanized Areas: Search online for a “5310 Program Management Plan”**

### **Step 5. Confirm your project’s inclusion in the Coordinated Plan.**

Despite the flexibility Direct and Designated Recipients have in determining project selection, all projects that receive Section 5310 funding must be included in a coordinated public transit-human services transportation plan (also called a coordinated plan).

Coordinated plans are developed to identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation. Coordinated plans are developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public.

To find the locally coordinated transportation plan in your community, contact your local [Metropolitan Planning Organization](#).

## **Examples of Section 5310 Projects: Traditional and Non-Traditional Ways Section 5310 funding has been spent.**

*This information has been adapted from the [Federal Transit Administration website](#)*

### **Traditional Section 5310 project examples include:**

- buses and vans
- wheelchair lifts, ramps, and securement devices
- transit-related information technology systems, including scheduling/routing/one-call systems
- mobility management programs
- acquisition of transportation services under a contract, lease, or other arrangement

### **Nontraditional Section 5310 project examples include:**

- travel training
- volunteer driver programs
- building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
- improving signage, or way-finding technology
- incremental cost of providing same day service or door-to-door service
- purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs
- mobility management programs