

FRENCH BROAD RIVER MPO JARC 2025 – APPLICATION FORM

FUNDING AVAILABLE

FY 2025's Section 5307 (JARC) Allocation	
Regional JARC - FY 2023 at 10% of FTA 5307 Amount allocated to Asheville Urbanized Area	\$420,732

PRELIMINARY PERIOD OF PERFORMANCE

All applications should develop budgets based upon the assumption of being able to utilize the funds during the Period of Performance. This may change when successful projects begin negotiations with the City of Asheville, but for application purposes sponsors should **use July 1, 2026 to June 30, 2027 as the presumed Period of Performance.**

PROJECT EVALUATION CRITERIA

The following information and scoring criteria will be used to score and prioritize submitted projects for Section 5307 (JARC) funding:

- **Project Needs/Goals and Objectives (30 points):** Project applications should clearly state the overall program goals and objectives, and demonstrate how the project is consistent with the programs goal of the Jobs Access Reverse Commute program and would serve the transportation needs of low-income individuals and/or welfare recipients. The project will also be reviewed in comparison with priority transportation needs identified through the FBRMPO's locally developed Coordinated Public Transportation – Human Services Transportation Plan available at http://frenchbroadrivermpo.org/wp-content/uploads/2020/01/CPT-HSTP_2018_Final.pdf
- **Implementation Plan and Evaluation (20 points):** For all projects, applicants must provide a well-defined service operations plan and/or capital procurement plan, and describe implementation steps and timelines for carrying out the plan. The implementation plan should identify key personnel assigned to this project and their qualifications. Project sponsors should demonstrate their institutional capability to carry out the service delivery aspect of the project as described.
- **Project Budget (20 points):** Applicants must submit a clearly defined project budget, indicating anticipated project expenditures and revenues, including documentation of matching funds. Proposals should address long-term efforts and identify potential funding sources for sustaining the service beyond the grant period.
- **Coordination, Outreach, and Community Impact (15 points):** Proposed projects will be evaluated based on their ability to coordinate with other public transportation, community transportation, and/or social service resources. Projects should highlight

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impact by emphasizing how the proposed project will reach marginalized communities and demonstrating the agency's commitment to unbiased transportation efforts (i.e. include Title VI plan). Project sponsors should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Project sponsors should also describe how they would promote public awareness of the project. Letters of support from key stakeholders, applicable elected governing body, and/or customers should be attached to the grant application.

- **Program Effectiveness and Performance Indicators (10 points):** The project will be scored based on the project sponsor's ability to demonstrate that the proposed project is the most appropriate match of service delivery to the need, and is a cost-effective approach. Project sponsors must also identify clear, measurable outcome-based performance measures to track the effectiveness of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the service, and steps to be taken if original goals are not achieved. Sponsor should describe their steps to measure the effectiveness and magnitude of the impact that the project will have on target markets (i.e., seniors and individuals with disabilities.)
- **Innovation (5 points):** The project will be examined to see if it contains new or innovative service concepts or facilities that have the potential for improving access and mobility for the target populations and may have future application elsewhere in the region.
- **Alternative Fuels/Fuel Efficiency (5 BONUS points):** Projects that demonstrate the use of high-efficiency or alternative fueled vehicles/transportation methods will receive 5 bonus points.

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NAME OF PROJECT

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AGENCY INFORMATION

Agency Name:	
Type of Entity is your agency (Local Government, Public Transit Operator, Private Non-Profit):	
Contact Person for this Project:	
Title:	
Email:	Phone:
Describe the organization's primary mission. Provide an overview of the agency service area and type of services it offers. <ul style="list-style-type: none">• Describe when (the days and hours that service is available) your current transportation service is operated• Describe your ridership eligibility• Describe your service area• Describe the type of service• Provide the number of people served• Provide the number of one way trips	

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PROJECT NEED/GOALS AND THE COORDINATED PUBLIC TRANSIT AND HUMAN SERVICES TRANSPORTATION PLAN

How will this project increase transportation options or improve the quality of transportation services for low-income individuals and/or welfare recipients (the program goal)? If applicable (not required), please include a reference to the pages in the FBRMPO Coordinated Public Transit-Human Services Transportation Plan where this transportation service need or goal is identified.

Will this project involve coordination with social service agencies working with low-income individuals and welfare recipients? If so, please describe.

How will project and target population be affected if it does not receive JARC funds?

PROJECT BUDGET

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Submit a clear budget for proposed project and identify local match source.

Describe the extent to which the proposal addresses long-term efforts and identifies funding sources for sustaining project beyond grant period.

Does your organization plan to apply indirect costs to this application for eligible reimbursement? If so, your organization will be fully responsible and agree that all intended indirect costs must and will be approved prior to the approved application and executed agreement under an indirect cost allocation plan. If this is your intention please explain your program goal, intended indirect expenses that will be directly related to the 5310 or 5307 JARC program. Please see 2 CFR Part 200 subpart E and C9070.1H regarding indirect cost allocation plan.

IMPLEMENTATION

Number of key personnel to be involved in this project:

Estimated number of person-hours required for this project to be implemented:

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Provide an operational plan for delivering service. Include route or service area map, if applicable. OR provide an implementation plan for completing a capital project, including key milestones and estimated completion date.

Describe agency's experience with financial responsibilities like quarterly reporting, annual audits, and/or other financial reporting.

COORDINATION, OUTREACH, AND COMMUNITY IMPACT

Describe any outreach or marketing strategies that will be used to promote public awareness of the project. Discuss how strategies reflect a commitment to community impact. *Please attach agency's Title VI Plan to proposal upon submission.*

Describe coordination/partnerships with providers or other stakeholders.

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Describe any 3rd party contractors that will be used to complete eligible activities supported by this program.

PROGRAM EFFECTIVENESS AND PERFORMANCE INDICATORS

Describe a plan for monitoring and evaluation of the service, including any performance measures to be used and steps that will be taken to measure the effectiveness and impact of the project on identified targets. Discuss the cost-effectiveness of the proposal.

INNOVATION

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Describe any proposed use of innovative approaches that will be employed for this project.

ALTERNATIVE FUELS / FUEL EFFICIENCY

Does the project call for high-efficiency or alternative fueled vehicles/transportation methods?

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FTA CERTIFICATIONS AND ASSURANCES FORM

1. The applicant has coordinated or will coordinate to the maximum extent feasible with other transportation providers and users, including social service agencies authorized to purchase transit service;
2. The applicant has complied or will comply with all applicable civil rights requirements, including but not limited to full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations, in all programs and activities (see Appendix A);
3. The applicant has complied or will comply with applicable requirements of U.S. DOT regulations regarding participation of disadvantaged business enterprises in U.S. DOT programs (see Appendix A);
4. The applicant has complied or will comply with all applicable lobbying requirements for each application (per 49 CFR 20.110) exceeding \$100,000 (see Appendix A);
5. The applicant will comply with all applicable federal requirements per the FTA Federal Fiscal Year 2017 (or latest available) list of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements, as referenced at:
<https://cms.fta.dot.gov/sites/fta.dot.gov/files/docs/FTA%20FY%202017%20Certifications%20and%20Assurances.pdf>

Printed Applicant Name _____

Signature of Authorized Authority, Title _____

Date _____

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APPENDIX A: CIVIL RIGHTS, DISADVANTAGED BUSINESS ENTERPRISE AND LOBBYING REQUIREMENTS

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

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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 the City of Asheville 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 City of Asheville. In addition, the applicant may not hold retainage from its subcontractors.

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(5) The applicant also agrees to promptly notify the City of Asheville 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 the City of Asheville.

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.

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.