Enhanced Mobility for Seniors and Disabled Grant Program - Frequently Asked Questions (FAQ's)

Eligibility

1) Can local agencies apply if non-profits operate within their boundary?

Yes, cities are eligible but are required to hold a public hearing and notify any non-profits operating within their area about the proposed project. OCTA encourages cities and non-profits to coordinate prior to the hearing to determine if there is interest in partnering together and explore the potential of providing coordinated service to create efficiencies. Please provide support letters to document partnerships and attach them to the application(s) as applicable.

OCTA staff will be reviewing these partnerships on a case-by-case basis to identify any potential conflicts and evaluate the benefits of the service.

2) Is it possible to hold a public meeting after the application deadline of September 9, 2021?

No, local agencies must hold a public hearing and provide the required materials listed in the EMSD Guidelines, and in Part IV of the capital and operating applications. If an application is submitted before the public hearing is held, then the application would be submitted ahead of the required coordination with the local non-profits. As such, the submitted project would not consider the comments and/or project ideas from local non-profits.

3) Do the EMSD goals apply to all types of projects?

Yes, please refer to the EMSD guidelines for the program goals which apply to all projects.

4) Is infrastructure eligible under EMSD?

No, infrastructure projects are not eligible.

5) Is there a limit on indirect costs?

Yes, there is a 10% limit on indirect costs.

6) Can funds be used in coordination with Project V – Community-Based Circulators Program?

Yes, the funding can be used in coordination with Project V. However, EMSD funds may only be used to support transportation needs for seniors or individuals with disabilities. The EMSD funds are not intended to be a substitute for non-M2 funds required as a match for Project V program.

7) Can we contract with a private service to provide trips with wheelchair accessible vans or buses?

Yes, EMSD funding may be used to provide contracted service to support transportation needs for seniors or individuals with disabilities.

8) **Can we contract with OCTA to provide additional transportation so that we can meet the objectives of regularly planned day trips?**

No, applicants cannot contract with OCTA under the EMSD program. OCTA provides transportation for seniors and individuals with disabilities through the OC Bus, OC Flex and OC ACCESS services.

9) **Can we apply for additional grant monies to fund mobility services and staff training we might need?**

Yes, you can request funding to support mobility services and staff training. These opportunities are available under the mobility management portion of the capital application. Please see the operating application for eligible mobility management projects.

10) **We operate adult day centers and residential care facilities throughout the county. Are we eligible to request funding to support new service to transport our clients?**

Yes, if you want to request vehicles for new service, you should submit a capital application. If you elect to contract out the service, you can make a request using the operating application.

11) **Our clients are covered by Cal Optima and we bill them for the days that they attend adult day centers. Should we categorize the Cal Optima reimbursement as passenger revenue?**

The CalOptima revenues should be listed as CalOptima fees on line "c" of the estimated income table and similarly in the local match table. You could add a note to the table if you want to provide more information about the fee.

12) **Can we request funding for drivers and a transportation coordinator?**

Yes, funding can be requested for drivers and a transportation coordinator under the operating application.

13) **Can we request funding for gas and maintenance?**

Yes, gas and maintenance are eligible costs as part of the overall operation of the program.

14) **Can we request a vehicle that is not listed in the capital grant application?**

Yes, you may request a vehicle which is not specified in the capital grant application. Please contact Jennifer Farinas or another OCTA staff member to discuss prior to application submittal as not all vehicles requests are eligible. If the vehicle is deemed eligible after discussion with OCTA staff, provide three quotes of the requested vehicle and use the "other" category of the table to make your request.

15) **Can parents ride as caregivers to assist disabled minor riders?**

Yes, parents can ride for free as caregivers. However, this is at the discretion of the operator.

16) Does OCTA or the applicant verify eligibility?

An awarded applicant will be required to verify eligibility of their senior or disabled clients. Applicants are required to certify that funds will be used to support transportation for seniors and individuals with disabilities as part of the application submittal. OCTA may elect to review eligibility during program implementation.

17) Our organization is a current grant recipient under the JARC program, and our contract ends on September 30, 2022. If we are awarded an EMSD grant, could the funding start date begin on October 1, 2022?

Yes, there is flexibility for start dates. Please refer to the Timely Use of Funds section of the EMSD Guidelines. The program allows recipients to request funding in FY2021/22 or FY2022/23 (ending June 30). Capital and operating projects have 24-month performance periods.

18) Is vehicle maintenance an allowable cost?

Yes, this is an allowable cost and should be included in the budget table. If awarded, expenses are verified through the reimbursement process.

19) What is COVID-19 restoration of service?

If your agency stopped service due to COVID and you want to resume the existing service, you may request EMSD funding to support restoration of your service for up to 6 months. Applicants must provide documentation that the service was cancelled as stated in the guidelines (pg. 5, #2 of first table).

20) Can we request both replacement and expansion vehicles?

Yes, applicants may request replacement and expansion vehicles. Per the EMSD Guidelines, the total request may not exceed $600,000.

Application

21) Is additional narrative needed under C1 – Program Performance Indicators? (Page 13 of the application)?

No, not directly under the tables, but questions 2 & 3 that follow ask you to describe what is being proposed.

22) Are applicants able to apply for one-year funding or should the budget cover a two-year program?

An applicant can apply for one or two years of funding. The budget should cover a two-year period if requesting two years of funding.

23) For Q2 under Part I – Applicant Profile, does the response need to include available non-profit, public transit or paratransit services throughout Orange County or the region within our organization?

The response should include available public transit and paratransit service within the geographic area that your organization serves.

Submittal

24) Are electronic signatures allowable or do the required signatures within the application and letters of support need to be signed and scanned as part of the application?

Yes, electronic signatures can be used.

25) Can the application and attachments be submitted as a PDF?

Yes, submittal of a PDF package is preferred. Word files are provided on the website for ease of use. When uploading the application documents, please fill out the required information in the portal and do separate uploads if applying for both the capital and operating projects. When uploading your application, please specify the project type (capital or operating), project title, requested funding amount, etc. per the instructions.

Post-Award

26) What final insurance requirements are included in the cooperative agreement with OCTA if a project is awarded?

The following insurance requirements are required as part of the cooperative agreement and are subject to change at the time of award:

1. Commercial general liability (includes products/completed operations, independent contractors, contractual liability, personal injury liability, property damage) minimum limit $1,000,000 per occurrence, $2,000,000 general aggregate
2. Automobile liability insurance to include owned, hired, and non-owned autos combined single limit of $1,000,000
3. Workers' compensation with limits as required by the State of California including a waiver of subrogation in favor of OCTA, its officers, directors, employees, or agents
4. Employers' liability with minimum limits of $1,000,000