Grant Writing for Mobility Management

National Center for Mobility Management

APTA

Community Transportation ASSOCIATION

Easter Seals DISABILITY SERVICES

NCMM Mission

The mission of the National Center for Mobility Management (NCMM) is to facilitate activities that will help communities to adopt transportation strategies and mobility options that empower people to live independently, and advance health, economic vitality, self-sufficiency, and community.

NC M M
National Center for Mobility Management

Training Objectives

- Understand the grant writing process

- Learn about available grants for mobility management and other transportation projects and programs

- Leverage resources from NCMM

National Center for Mobility Management

Training Sections

- Section 1: Grant Writing 101
- Section 2: Grant Application Tips
- Section 3: Mobility Management Funding
- Section 4: Where to Look for Grants

Section 1:
Grant Writing 101

National Center for Mobility Management

Types of Grants

- Federal, State or Local Government Funding

- Community Grants

- Foundation Grants

- Planning or Start-up Grants

- Endowment Grants

Four Steps to a Complete Grant

- Step 1: Research

- Step 2: Applying

- Step 3: Review

- Step 4: Decision

National Center for Mobility Management

Step 1: Research

- Your success will ultimately be determined by the amount of research and preparation you put into a given grant. If you put in the time to match the funding source's interests to the needs of your program or project, it will save you time down the road.

- Once you research which grants may be of use to you, gather more information about the application process, policies, eligible projects, or general guidelines. Guidelines requested from the grantor organization will generally detail what types of projects it does and does not fund.

- If you have difficulty finding information on the types of projects an organization funds, you can read its federal tax return, called a 990-PF form. You can search for an organization's form online at guidestar.org.

Step 2: Apply

- After you have conducted thorough research on a grantor and its funding opportunities, you may apply for the grant.
- Read the grantor's application instructions very carefully to determine how to apply. These guidelines vary from one organization to the next. Carefully following guidelines and watching for important dates is a good idea!
- Follow the instructions carefully and submit all required forms, documents, project or program descriptions. Make sure to include a grant application sheet if requested.
- There are many sample grant proposals available online.

NCMM
National Center for Mobility Management

Step 3: Review

- After your grant proposal is submitted, the funder will review it and make a decision.

- The time it takes to hear back from a funder varies greatly from one organization to another, since funders have different processes and timelines.

- Funders may contact you for clarification or for additional information during the review process. Be prepared to provide the additional information requested in a timely and complete manner.

- Before a decision is made, a funder may wish to meet with you at your office to learn more about your program, activity or operations.

National Center for Mobility Management

Step 4: Decision

- If a funder turns down your grant application, they will likely send this news in a letter.

- A funder may choose to fund your entire project or a portion of it.

- If you are successful in receiving the grant for which you applied, make sure you obtain the correct grant reporting forms and procedures from the funder. Funders need to see how their money is being spent!

- If you do not receive a grant for which you apply, can you find an alternative way to accomplish the task at hand or scope of work?

National Center for Mobility Management

Section 2:
Grant Application Tips

National Center for Mobility Management

Funders Will Want to Know…

- What is your identified need?

- How will your program/agency address the need?

- Is your program/agency qualified to address the need?

- How much will it cost for the program to be successful?

- How will you properly evaluate the success of the program?

- What is the ultimate impact on the community?

Tips and Tricks for Success

- Try to obtain copies of prior grants that have been awarded.

- Follow the application steps thoroughly.

- Determine if the grant will cover your entire need. A local match may be necessary.

- Start the application process early and try to submit before the due date.

NC**M**M
National Center for Mobility Management

Tips and Tricks for Success

- Make contact with the funder and try to build a relationship for future opportunities.

- Make sure someone who knows nothing about your program could understand your application. Spell out acronyms and write about the "why" of your grant. Don't assume that the funder already knows why your proposal could benefit the community.

NCMM
National Center for Mobility Management

Tips and Tricks for Success

- If there is a point scoring system, spend more time on the higher scoring parts.

- Check, double check, and triple check for spelling and grammar.

- Stay mission-focused. You want to prove to your funder how your program or project will advance their mission.

- Request the right amount. Stay realistic, but don't undersell yourself.

National Center for Mobility Management

Tips and Tricks for Success

- Highlight the work your program or agency is already doing in the community and the benefit that has been seen as a result.

- Make yourselves visible to the funder: attend important public meetings or community events that promote your name and image.

- Make sure your application request is clear. What sets your application apart from all the rest?

National Center for Mobility Management

Section 3:
Mobility Management Funding


National Center for Mobility Management

Mobility Management Funding

You've Got Funding!

- Funding for Mobility Management under the Federal Transit Administration (FTA) is made available through various grants by local, state and federal government agencies.

NCMM
National Center for Mobility Management

US Department of Transportation Federal Transit Administration Funding
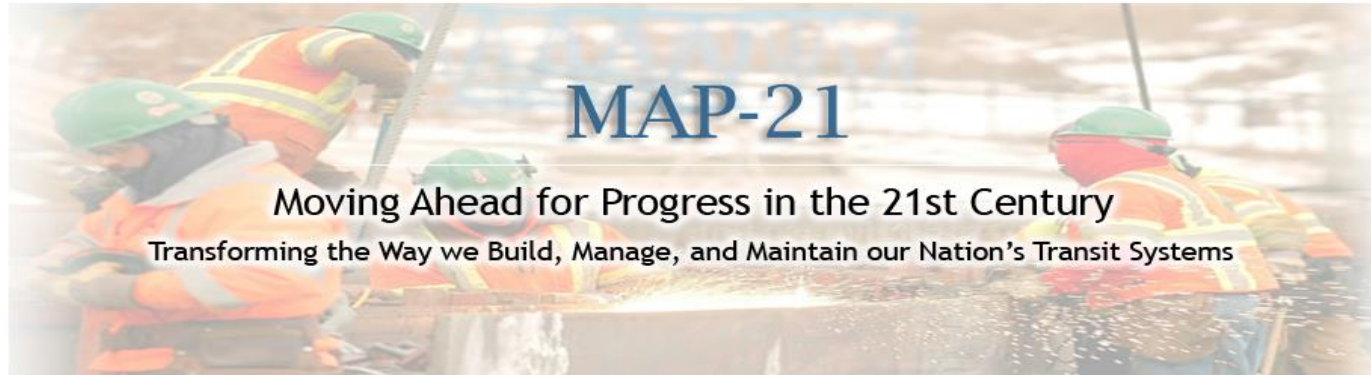
- MAP 21 Section 5310 Funding
- MAP 21 Section 5311 Funding

Section 5310:
Enhanced Mobility of Seniors and Individuals with Disabilities

- This program is intended to enhance the mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities (ADA) complementary paratransit services.

Section 5310 Eligible Subrecipients

- Private non-profit organizations providing transportation to seniors and/or persons with disabilities and to State-approved organizations that coordinate these services.

Section 5310 Eligible Activities

- At least 55% of the funds awarded must be used on capital projects that are public transportation projects planned, designed, and carried out to meet the needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.

- The 55% is a floor. Recipients may use more or all of their Section 5310 funds for capital projects.

- The remaining 45% may be used for public transportation projects that exceed the requirements of the ADA, improve access to fixed-route service and decrease a reliance on complementary paratransit, or for alternatives to public transportation that assist seniors and/or individuals with disabilities.

National Center for Mobility Management

Section 5310 Funding Shares

- Capital projects will remain at 80% federal – 10% state- 10% local in the State administered program.

- Operating projects, if selected and awarded by the Florida Department of Transportation (FDOT), will be 50% federal – 50% local.

- The State may transfer apportioned funds between the small urbanized areas and the rural areas if it can certify the needs are being met in the area to which the funds were originally apportioned.

- There is no provision to allow for the transferring of funds from large urbanized areas to either small urbanized or rural areas.

Section 5310: Finding Local Match

- Local share may be derived from other federal (non-DOT) transportation sources.

- Subrecipients must certify that projects selected are included in a locally developed, coordinated public transit-human services transportation plan. The plan must undergo a development and approval process that includes seniors and people with disabilities, transportation providers, and other community groups.

Section 5310: Finding Local Match

- FDOT is the recipient for small urban and rural areas. FDOT has also been selected as the designated recipient for the following large urban areas:

  » Bonita Springs-Naples

  » Cape Coral

  » Jacksonville

  » Lakeland

  » Miami

  » Palm Bay-Melbourne

  » Palm Coast-Daytona Beach-Port Orange

  » Pensacola

  » Sarasota-Bradenton

  » Tallahassee

  » Tampa-St. Petersburg

  » Winter Haven

National Center for Mobility Management

Section 5311:
Formula Grants for Rural Areas

- This program provides capital, planning, and operating assistance to support public transportation in rural areas with populations less than 50,000, where many residents often rely on public transit to reach their destinations.

National Center for Mobility Management

Section 5311 Eligible Sub-recipients

- Political subdivisions of the state of Florida and agencies thereof.

- Private for-profit Community Transportation Coordinators and private non-profit agencies submitting requests through an eligible sub-recipient.

National Center for Mobility Management

Section 5311 Eligible Activities

- Planning, capital, operating, job access and reverse commute projects previously eligible under the JARC program, and the acquisition of public transportation services.

- There is no set-aside or cap for JARC projects.

Section 5311 Funding Shares

- Planning and capital projects are funded at 80% federal – 20% local.

- Operating assistance is funded at 50% federal – 50% local.

- Part of the formula is now based on non-urbanized vehicle revenue miles, making NTD reporting information part of the formula.

Changes with MAP21 Section 5311

- Low-income populations in rural areas are now incorporated as a formula factor, similar to the former JARC program.

- Vanpool fares may now be used as local match under certain circumstances.

- Creation of bus and bus facilities can be capital programs for rural areas.

- Sub-recipients of bus and bus facilities capital funds must have a transit asset management plan.

National Center for Mobility Management

Other MAP21 Funding Sources

- Department of Transportation, Federal Transit Administration Section 5307 (Urbanized Area Formula Program)
    - This program provides assistance to the general public. Typically, the funds are used for some operating assistance for public transit, including paratransit services in urbanized areas.

- Department of Transportation, Federal Transit Administration Section 5309 (Capital Investment Grants)
    - Typically, this program is used for assistance on bus and bus related capital projects, for general trips.

National Center for Mobility Management

Other Florida Funding Sources

Funding for human service transportation is made available through various grants by the following local, state and federal government agencies:

Other Florida Funding Sources

- Department of Agriculture, Food and Nutrition Service Food Stamp Act/Employment and Training Program

- Department of Education, Office of Elementary and Secondary Education 21st Century Community Learning Centers/No Child Left Behind Act

- Department of Education, Office of Special Education and Rehabilitative Services Individuals with Disabilities Education Act

- Workforce Investment Act

- Vocational Rehabilitation Grants/Rehabilitation Act

Other Florida Funding Sources

- Department of Health and Human Services, Supplemental Nutritional Assistance Program (SNAP)

- Community Opportunities, Accountability, Training and Educational Services Act

- Developmental Disabilities Assistance and Bill of Rights Act

- Headstart

- Refugee Act/Refugee and Entrant Assistance State Administered Programs

- Department of Health and Human Services, Older American Act

Other Florida Funding Sources

- Ryan White Comprehensive AIDS Resources Emergency Act/HIV Care Formula Grants

- Health Centers Consolidation Act/Rural Health Care

- McKinney-Vento Homeless Assistance Act/Supportive Housing Program

- Department of Interior, Bureau of Indian Affairs Adult Indian Vocational Training Act/Employment Assistance/Employment Training and Related Services Demonstration Act

- Department of Labor, Welfare-to-Work Grants

NCMM
National Center for Mobility Management

Section 4:
Where to Look for Other Grants

National Center for Mobility Management

Free Places to Look

- Grantstation.com
- Grants.gov
- Foundationcenter.org
- Sba.gov/content/find-grants
- Foundationsearch.com
- Civicpartnerships.org
- Communityfoundationlocator.org

- Philanthropyjournal.org
- Federalgrantswire.com
- Fundsnetservices.com
- Tgci.com
- Bigdatabase.com
- Linktrack.info

NCMM
National Center for Mobility Management

Contact Us

- Julie Rosekrans, NCMM Regional Liaison to FTA Regions IV and VII

  jrosekrans@easterseals.com

  (202) 403-8332

NCMM
National Center for Mobility Management

www.nc4mm.org