

Form Name:	RTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - GRAY
Submission Time:	April 18, 2023 5:04 pm
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Date	Mar 21, 2023
Project Title	Kendall Area Transit
Applicant's Legal Name	County of Kendall
Contact Person	Latreese Caldwell
Address	111 W. Fox St Yorkville, IL 60560
Telephone #	(630) 551-4134
Email	lcaldwell@kendallcountyil.gov
Applicant Fiscal Year	2023
SAM #	S3PYA7T4ZN13
DUNS #	36187799440
Request Type (Check all that apply)	Operating Capital Mobility Management Existing Project
Organization type (Check all that apply)	Local Govt.
Human Services Transportation Plan (HSTP)	Goal #1 - Establish Mobility Mgmt and Travel Training Network (pg 71) Goal #2 - Expand Service Areas and Hours (pg 74) Goal #7 - Explore Collaboration/ Consolidation of Similar Services (pg 81) Capital Project
On To 2050 Plan	Facilitate Partnerships for Service Sharing and Consolidation Ensure Equitable Transit Access Improve the effectiveness and accessibility of demand response services Transit providers, local governments, and the private sector should work together to explore new ways to provide targeted, flexible and/or on-demand service in EDAs, low density areas, and for seniors and people with disabilities

2. Provide a detailed description of your project. Explain what you are requesting funding to provide; why the project is needed; and how the project will support strategies for goals selected in questions #1. Please be concise. (Project Description Narrative [+/- 500 words]):

Kendall Area Transit is the demand-response community transportation program for Kendall County. KAT services are provided for the general public with a special emphasis on transportation for senior citizens and persons with disabilities. KAT operates 17 ADA-accessible paratransit vehicles. KAT is administered by Kendall County and operated by the Voluntary Action Center(VAC), the county's pass-through operator.

Demand-Response services are available Monday-Friday from 6:00 AM - 7:00 PM except certain holidays. Fares range from \$3.00-\$5.00 per one-way trip. Seniors receive a \$1.00 fare discount. KAT buses operate throughout all of Kendall County with delivery points outside of the county within a 20 mile radius of Yorkville, IL.

Goal #1

VAC plans to expand mobility manager position to full-time in the KAT office to support the following needs:

- Travel training
- Coordination of linked trips
- Leading of Community Outreach Initiatives

These functions are currently being carried out on part-time basis by staff. Assigning mobility management to one full-time staff will allow KAT to provide better customer focus to riders with needs under ADA.

Goal #2

VAC plans to provide expansion of service hours in two phase:

- Phase One: Offer Saturday service hours between 8:00 AM-4:00 PM
- Phase Two: Expand Weekday services hours from 6:00 AM-7:00 PM to 5:00 AM-8:00 PM

These expanded service hours will allow KAT to address dialysis and non-emergency medical needs that KAT is not currently meeting. An additional benefit of the extended hours is that KAT will have more availability to support employment needs as well.

Goal #7

KAT will use mobility manager to explore services in Kendall County that provide transportation for seniors and disabled and develop ways to coordinate services.

Goal to improve the effectiveness and accessibility of demand response services:

KAT is experiencing an increase in denials and turnaways. A majority of these is due to high demand during peak hours. KAT is looking to address this increase in turnaways by increasing staffing levels and getting additional vehicles in order to meet the demand of the community and reduce the number of turnaways.

Capital project goal:

To utilize a bus camera system that will help promote safety for the vulnerable population of our riders.

3. What entity is currently or will operate the service? Does your agency enter into agreements with service providers? (Operating Projects Only)	Kendall Area Transit operated by Voluntary Action Center of Northern Illinois. VAC has been in operation since 1974 and has experience with 5307 and 5311 transit services in DeKalb County. VAC has served as operator of the KAT program since 2010.
4. How does this project improve access to other transportation services that go beyond the project's geographic boundary?	VAC dedicates staff time to making connections with other transit systems. Linked trips have occurred with Metra, PACE, TransVAC (DeKalb County) and Grundy Transit. Finally, VAC representatives participate in HSTP programs for both the RTA region as well as downstate Region 3.
5. How will the target population be given priority on all project activities, if the service is not restricted to the target population?	KAT is a general public transportation service as a recipient of 5311 funding. However, KAT historically has overwhelmingly served senior and disabled populations as part of the service demand. Typically, VAC's ridership will be around 30% general public, and 70% senior and disabled. VAC prioritizes trips for seniors and disabled through service agreements with senior service agencies, day services for senior and disabled programs and NEMT trip requests.
6. Describe how the project be marketed to serve the target population and promote public awareness? Include information on how populations with Limited English Proficiency will be apprised of the project and whether marketing materials will be available in other languages.	See attached marketing plan (Attachment A). The most common non-English language spoken in the KAT service area is Spanish. All KAT marketing materials are offered in Spanish-language options. Additionally, KAT has staff fluent in the language, with access to language translation services as well. KAT will make other language formats available upon request.
7. How will this project utilize or coordinate with public transportation providers and /or other human service agencies? If the project will not include coordination, provide detailed explanation.	VAC, the operator of the KAT program, has built relationships with human service agencies that serve Kendall County and has developed service contracts with a number of these organizations. These social service agencies include the Association for Individual Development, Open Door Rehabilitation Center, Kendall County Food Pantry, and Senior Services Associates, among others. In addition, VAC maintains a relationship with surrounding transit providers and regularly communicates with these organizations for linked trip requests. Finally, VAC maintains a relationship with the Ride in Kane steering committee for increased awareness linkages between Kendall and Kane.
8. Describe your organization's experience, knowledge, technical and administrative ability, and financial capacity to successfully and efficiently manage federal grants? Specifically, how will your organization manage this project?	Kendall County and the Voluntary Action Center cooperate to administer Federal 5311 funds since the KAT program began in 2010. Additionally, Kendall County and VAC have continued this partnership in administration of Federal 5310 dollars since 2015. Further, VAC as a five county regional agency administers 5311, Title XX, and Title III funding.

Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.

KAT uses the Mobility Manager position to help identify service agreements with social service agencies that primarily support senior and disabled ridership. These performance measures are tracked through amount of service agreements developed and ridership provided to these agencies. Additionally, public outreach efforts are tracked. Ridership increases through these outreach efforts can generally be tracked through new rider registrations and will be used as an additional measure of the program.

On a related note, VAC recognizes that social service programs have been slow to reopen services in the pandemic. Much of our efforts in 2023 have been dedicated to reengaging with current programs on transportation needs as COVID restrictions lifted.

Finally, Mobility Manager will work with medical providers and local employers to promote projected increase in hours. Efforts here can be documented through ridership tracking during expanded operational hours.

Existing 2022

4

Projected in 2023

4

Projected in 2024

4

Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used. Please provide details on how you derived at your projections (explain how you will extend service boundaries, hours of operation, and increase ridership).

Through KAT's scheduling systems data will be gathered monthly and evaluated to identify performance measures. Projections are based on existing ridership trends. Due to Covid-19 restrictions KAT saw a decrease in ridership but with reopening, ridership has been slowly increasing to pre-Covid number.

With expansion of weekday and Saturday hours, KAT would see and increase in ridership.

2021: Seniors 65 years of Age and Over (Projects Serving Seniors)

13371

2022: Seniors 65 years of Age and Over (Projects Serving Seniors)

12608

2023: Seniors 65 years of Age and Over (Projects Serving Seniors)

14527

2024: Seniors 65 years of Age and Over (Projects Serving Seniors)

15000

2021: Individuals with Disabilities

6767

2022: Individuals with Disabilities

5267

2023: Individuals with Disabilities

4190

2024: Individuals with Disabilities	6000
2021: General Public	5906
2022: General Public	4947
2023: General Public	8443
2024: General Public	7000
2021: Total	26044
2022: Total	22822
2023: Total	27160
2024: Total	28000
Existing operating hours (2022)	M-F 6am - 7 pm
Projected expansion hours (2023)	M-F 6am - 7pm
Projected Expansion Hours (2024)	M-F 5am - 8pm Sat: 7 am - 4pm
Existing 2022	Kendall County and areas within 5 miles of county border.
Projected 2023	Kendall County and areas within 5 miles of county border.
Projected 2024	Kendall County and areas within 5 miles of county border.
Existing 2022	20 mile destination radius outside of county for medical appointments
Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	N/A
Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	N/A
Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	KAT will use mobility manager to explore services in Kendall County that provide transportation for seniors and disabled and develop ways to coordinate services. Performance measures will be determined by agencies contacted, and through service goals and plans developed.

Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	N/A
Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	N/A
Please explain how you will gather and report on identified performance measures for this project and identify any additional performance measures that will be used.	KAT is looking to use capital funds to install cameras on the vehicles. The ridership is largely elderly and disabled, which is a vulnerable population. Increasing cameras on the vehicles will increase the safety and monitoring of KAT riders.
Federal 50%	350000
Local 50%	350000
Federal 50%	350000
Local 50% Match	350000
Federal 80%	80000
Local 20%	20000
Federal 80%	0
Local 20% Match	0
Federal 80%	80000
Local 20%	20000
Federal 80%	0
Local 20% Match	0
Federal 80%	27451
Local 20%	5490
Federal 80%	28824
Local 20% Match	5765

Describe the methodology used to develop the above budgets.

Budget methodology was based on historical RTA grant award amounts in relation to local match (as revenue) and further compared to KAT program operational expenses. As the 5310 funds typically help to underwrite KAT's overall operating costs, these budget numbers correlate to our overall transportation program expenses that are supported through additional funding sources such as 5311, State of Illinois Downstate Operating Assistance, and local contributions.

File	https://www.formstack.com/admin/download/file/14501547941
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**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



CERTIFYING AUTHORITY

I am duly authorized to make the following certification on behalf of the Applicant Organization and based on my position, knowledge and experience with the Applicant Organization:

- 1) the information contained in the Application, including attachments, is true and correct;
- 2) the Applicant has the requisite fiscal, managerial, and legal capabilities to carry out the operations and maintenance of the Project in accordance with 49 U.S.C. Section 5310; and
- 3) the Applicant shall adhere to the federal, state and local requirements related to the Project.

Note: Authorized Official should be that of the official named in the Governing Board Resolution unless other documentation is provided.



Signature of Authorized Official

4-18-23

Date

County Board Chairman

Title

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



LOCAL SHARE CERTIFICATION FORM

I, the undersigned representing

Kendall County

Scott Koeppel

(Insert Legal Name of Applicant)

(Insert Name of Authorized Official)

do hereby certify to the Regional Transportation Authority, that the required \$ 350,000
in local match funds are available and that the source of the funds are from

(be specific) State of Illinois Downstate Operation; and comply with local share requirements in FTA
Circular 9030.1E, which are:

- a. Cash from non-governmental sources other than revenues from providing public transportation services;
- b. Non-farebox revenues from the operation of public transportation service, such as the sale of advertising and concession revenues. A voluntary or mandatory fee that a college, university, or similar institution imposes on all its students for free or discounted transit service is not farebox revenue;
- c. Amounts received under a service agreement with a State or local social service agency or private social service organization;
- d. Undistributed cash surpluses, replacement or depreciation cash funds, reserves available in cash, or new capital;
- e. Amounts appropriated or otherwise made available to a department or agency of the Government (other than the Department of Transportation); and
- f. In-kind contribution such as the market value of in-kind contributions integral to the project may be counted as a contribution toward local share.

Note: Authorized Official should be that of the official named in the Governing Board Resolution unless other documentation is provided.


Signature of Authorized Official

County Administrator

Title

4/18/23
Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



TITLE VI PLAN CERTIFICATION FORM

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the ground 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 program receiving such funds, shall abide by, and is committed to ensuring that no person is excluded from participation in or denied the benefits of, its activities or services on the basis of race, color, or national origin.

I, the undersigned representing
Kendall County

Scott Koeppel

(Insert Legal Name of Applicant)

(Insert Name of Authorized Official)


do hereby certify to the Regional Transportation Authority,

☒ that the attached Title VI Plan, approved on 12/7/21 is in effect.

Or

☐ that a Title VI Plan will be developed should an award be made pursuant to this application.

☐ that _____ will adopt the RTA's Title VI Plan.
(Insert Legal Name of Applicant)


Signature of Authorized Official

County Administrator

Title

4/18/23
Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Equal Employment Opportunity (EEO) Certification Form

I, the undersigned representing
Kendall County


(Insert Legal Name of Applicant)

Scott Koeppel

(Insert Name of Authorized Official)

do hereby certify to the Regional Transportation Authority,

- ☒ This organization will not have 50 or more transit-related employees even if awarded this project.
- ☐ This organization has 50 or more transit-related employees and attached is our EEO Program.
- ☐ This organization will develop and submit an EEO Program should we be awarded a 5310 project and have more than 50 transit-related employees.


Signature of Authorized Official

4/18/23
Date

County Administrator

Title

Agencies that have 50 or more transit-related employees are required to prepare and maintain an EEO Program. Transit-related employees are defined as all part-time employees and employees with collateral duties that support the transit program. For example, anyone who processes payments for a 5310-funded project would be considered a transit-related employee.

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Single Agency Audit Certification Form

In accordance with CFR, Title 2-Subtitle A, Chapter II, Part 200, Subpart F, *Audit Requirements*, a Grantee that expends \$750,000 or more of federal funds from all sources during its fiscal year is required to have a single audit performed in accordance with CFR, Title 2, Part 200.

Please check the appropriate box:

- ☐ I certify our agency did not expend \$750,000 or more in federal awards during our most recent fiscal year ending on _____(mm/dd/yy).
- ☒ I certify our agency expended or will expend \$750,000 or more in federal awards during our most recent fiscal year ending on 11/30/2022 (mm/dd/yy) and has fulfilled or will fulfil the audit requirement under CFR, Title 2, Part 200.
- ☐ In the event the my agency does receive \$750,000 or more in total from all federal sources during the current fiscal year, my agency will comply with the Single Audit Act and submit to the RTA a copy of its most recent audit conducted in compliance with the Act.



Signature of Authorized Official

County Administrator

Title

4/18/23

Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Traditional Project Certification Eligibility Units of Local Government

(New Applicants Only)

Public agencies must certify that no non-profit agencies are readily available in order to be eligible for traditional 5310 project funding.

- ☐ As a unit of local government, (insert name of unit of local government) certifies that no non-profit agency is readily available in the area. The RTA will contact you to assist with the certification process.
- ☒ As a unit of local government, (insert name of unit of local government) does not wish to become a certified agency.

Signature of Authorized Official

N/A

Title

N/A

Date

**FY2022 & FY2023 Application
Section 5310: Enhanced Mobility of Seniors
and Individuals with Disabilities**



Private Non-Profit Organization Certification Eligibility

Private Non-Profit Organization

- ☒ As a private non-profit organization, (insert name of private non-profit organization) have attached to this application is our IRS 501(c)(3) letter establishing our eligibility for Section 5310 funding.

A handwritten signature in blue ink, appearing to read 'L. P. Kelly', is written over a horizontal line.

Signature of Authorized Official

Finance Director

Title

A handwritten date '4/18/23' in blue ink is written over a horizontal line.

Date



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

VOLUNTARY ACTION CENTER OF
NORTHERN ILLINOIS
1606 BETHANY RD
SYCAMORE, IL 60178

Date:
January 18, 2023
Employer ID number:
36-2798257
Form 990 required:
Yes
Person to contact:
Name: Ms. Bradshaw
ID number: 0196842

Dear Sir or Madam:

We're responding to your request dated November 04, 2022, about your tax-exempt status.

We issued you a determination letter in September 1974, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax-deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

County of Kendall, IL
Resolution 23 - 20

Resolution authorizing applications for and execution of a FY2022 and FY2023 Section 5310 grant agreement under the Regional Transportation Authority's general authority to make such Grants.

Whereas, the Regional Transportation Authority (the "Authority"), is authorized make such grants as the designated recipient of the FY2022 and FY2023 Section 5310 program for Northeastern Illinois; and

Whereas, the Authority has the power to expend funds for use in connection with FY2022 and FY2023 Section 5310 projects, and

Whereas, the Authority has the power to make and execute all contracts and other instruments necessary or convenient to the exercise of its powers, and

Whereas, approval for said funds will impose certain financial and reporting obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF KENDALL COUNTY:

Section 1. That the County Administrator, or the Deputy County Administrator in the Administrator's absence, is authorized to execute and file applications on behalf of County of Kendall with the Regional Transportation Authority for a FY2022 and FY2023 Section 5310 grant for Kendall Area Transit.

Section 2. That the County Administrator, or the Deputy County Administrator in the Administrator's absence, is authorized to furnish such additional information, assurances, certifications, and amendments as the Regional Transportation Authority may require in connection with this FFY2022 and FY2023 Section 5310 grant agreement application.

Section 3. That the County Administrator, or the Deputy County Administrator in the Administrator's absence, certify that County of Kendall will provide the required local matching funds.

Section 4. That the County Administrator, or the Deputy County Administrator in the Administrator's absence, is authorized and directed on behalf of the County of Kendall to execute and deliver grant agreements and all subsequent amendments thereto between the County of Kendall and the Regional Transportation Authority for FY2022 and FY2023 Section 5310 grant, and the Secretary of the County of Kendall is authorized and directed on behalf of the County of Kendall to attest said agreements and all subsequent amendments thereto.

Section 5. That the County Administrator, or the Deputy County Administrator in the Administrator's absence, is authorized and directed to take such action as is necessary or

appropriate to implement, administer and enforce said agreements and all subsequent amendments thereto on behalf of the County of Kendall

PRESENTED and ADOPTED by the County Board, this 18th day of April 2023.

Approved:

Attest:



Matt Kellogg, County Board Chairman



Debbie Gillette, County Clerk and Recorder

COUNTY OF KENDALL, ILLINOIS

RESOLUTION 2023-21

**Approval of Resolution for the Kendall Area Transit Program on Behalf of Kendall County, Illinois
Granting Signature Authority to the County Administrator or the Deputy County Administrator in
the Administrator's Absence.**

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that "units of local government and school districts may contract or otherwise associate among themselves . . . [and] with individuals, associations, and corporations in any manner not prohibited by law or by ordinance"; and

WHEREAS, Kendall County has entered into grant agreements to fund Kendall Area Transit ("KAT") since March 22, 2010 and wishes to continue doing so; and

WHEREAS, the Kendall County Board has received, reviewed, and now approves agreements with the Illinois Department of Transportation ("IDOT") for 5311, 5310, and Downstate Operating Assistance Program ("DOAP") funding; and

WHEREAS, the Illinois Department of Transportation ("IDOT") has updated their grant and expenditure approvals to a time sensitive digital process; and

WHEREAS, the Kendall County Board has the authority to delegate certain power and duties to county officers, and 55 ILCS 5/5-1087 provides the Kendall County Board with the authority to "impose additional duties, powers and functions upon county officers"; and

WHEREAS, the Kendall County Board recognizes that the nature of the Kendall Area Transit Program and all of the associated grants is such that the agreements need to be executed promptly and digitally to ensure the program continues to operate; and

WHEREAS, the Kendall County Board recognizes the Kendall County Administrator, or the Deputy County Administrator in the Administrator's absence, as an appointed official by the County Board, is the county officer best situated to determine if and when it is appropriate for Kendall County to seek reimbursement for eligible expenses.

NOW, THEREFORE, BE IT RESOLVED that the Kendall County Board hereby grants the Kendall County Administrator, or the Deputy County Administrator in the Administrator's absence, the authority to seek reimbursement and sign documents under the Kendall Area Transit Program without further action by the Kendall County Board, and the authority to bind the County, provided the agreements executed by the Kendall County Administrator, or the Deputy County Administrator in the Administrator's absence, substantially complies with IDOT's 5311, 5310, and the Downstate Operating Assistance Program,

The authority herein granted to the Kendall County Administrator, or the Deputy County Administrator in the Administrator's absence, will continue for one year after the date of adoption ("Termination Date").

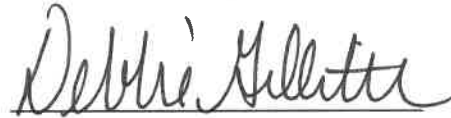
Approved and adopted by the County Board of Kendall County, Illinois, this 18th day of April 2023.

Board Chairman Signature:

A handwritten signature in dark ink, appearing to read "Matt Kellogg", written over a horizontal line.

Matt Kellogg, Chairman
County Board

Attest:

A handwritten signature in dark ink, appearing to read "Debbie Gillette", written over a horizontal line.

Debbie Gillette
County Clerk