

2026 Section 5310 Final Application Scoring Criteria

Reviewed by STA

Category	Score	Possible
Risk Assessment	10	10
Submission Completeness	10	10
Regional Transportation Needs	15	15
Total	35	35

Reviewed by Evaluation Committee

Category	Score	Possible
Proposed Service Improvements	15	15
Financials	20	20
Performance Measures	15	15
Management	15	15
Total	65	65

Aggregate Score:	100	/100
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Project Title:
Application:

Application Review Confirmation
Name: Title: Date:
<i>I confirm that I have evaluated this application according to the established criteria.</i>

Section 5310 Final Grant Application Scoring Criteria

Risk Assessment			SECTION II TOTAL: /10
1. Assigned Risk Classification. (This rating is based upon the STA's review of the agency overall risk in managing federal funds and meeting deliverables for the FTA Section 5310 program.)			
New Applicant			COMMENTS
0 - 3.21	3.57 - 6.79	7.41 - 10	
Subrecipient			
0 - 3.25	3.5 - 6.5	6.75 - 10	
High Risk - The agency presents significant compliance or capacity concerns (e.g., unresolved/material audit findings, limited experience administering FTA's Section 5310 awards, inadequate staffing/systems, or substantial grant backlog) and would require heightened oversight/technical assistance and may be removed from funding consideration.	Medium Risk - Agency generally complies with program requirements but sometimes misses deadlines. Agency may lack internal controls, or high 5310 grant backlog. Needs occasional follow-up to remain in compliance.	Low Risk - Agency Makes a consistent and concerted effort to comply with program requirements. Needs little to no follow-up to remain in compliance.	
			Score: /10

Submission Completeness			ALL SECTIONS TOTAL: /10
2. Are all questions answered, and does the content of the answer provide sufficient background when applicable?			
UNSATISFACTORY 0-1 pts	SATISFACTORY 2-3 pts	EXCELLENT 4-5 pts	COMMENTS
One or more questions were missed or incomplete.	All questions answered, content of answers provide satisfactory background when applicable.	All questions were answered, contents of answers provide significant background where applicable.	
			Score: /5
3. Were the application materials complete, well organized, and responsive to all application requirements?			
UNSATISFACTORY 0-1 pts	SATISFACTORY 2-3 pts	EXCELLENT 4-5 pts	COMMENTS
Application materials are poorly organized or do not adequately address requirements	Application materials are generally complete and responsive to requirements.	Application materials are complete, well organized, and fully responsive to all requirements.	
			Score: /5

Regional Transportation Needs			SECTION II TOTAL: /15
4. Are the needs and strategies identified, and does the project clearly address how the needs and strategies will be met? Q3 & Q4			
UNSATISFACTORY 0-5 pts	SATISFACTORY 6-10 pts	EXCELLENT 11-15 pts	COMMENTS
The project suggests no specific needs/ strategies.	The project meets three or more needs and strategies and identified how it will meet each strategy/need.	The project suggests five or more needs and strategies identified and how it will meet each strategy/need.	
			Score: /15
Proposed Service Improvements			SECTION III TOTAL: /15
5. Are the barriers identified, and does the project clearly address how they will be overcome? Q1 & Q2			
UNSATISFACTORY 0-5 pts	SATISFACTORY 6-10 pts	EXCELLENT 11-15 pts	COMMENTS
Barriers are not identified.	The project generally identifies transit barrier(s) but does not fully explain how they will be overcome.	Project addresses significant or unique barriers by offering tailored or specialized transportation options for program participants.	
			Score: /15
Financials			SECTION VI TOTAL: /20
6. Is the local match for this project secured? Q10			
UNSATISFACTORY 0 pts	SATISFACTORY 1-3 pts	EXCELLENT 4-5 pts	COMMENTS
The local match for this project is not secured.	The local match is expected to be secured prior to the project start date.	The local match for this project is secured.	
			Score: /5
7. Does the budget narrative clearly describe each line item and explain the basis for its cost using estimates or data?			
UNSATISFACTORY 0 pts	SATISFACTORY 1-3 pts	EXCELLENT 4-5 pts	COMMENTS
Budget items unclear, missing quotes and data.	Budget items are clearly described and supported by documentation.	Budget items are clearly described, supported by documentation and include methodology/ calculations.	
			Score: /5
8. Is there a clear and realistic sustainability plan once Section 5310 funding ends? Q18			
UNSATISFACTORY 0 pts	SATISFACTORY 1-6 pts	EXCELLENT 7-10 pts	COMMENTS
The project will not continue.	Project will continue only if Section 5310 funding is maintained.	Project has a clear plan to continue without Section 5310 funding.	
			SCORE: /10

Performance Measures			SECTION IV TOTAL: /15
9. Review and assess the applicant's methodology for tracking and calculating the number of individuals served and/or trips provided. Q15			
UNSATISFACTORY 0-5 pts	SATISFACTORY 6-10 pts	EXCELLENT 11-15 pts	COMMENTS
The methodology is not provided or wholly inadequate.	Methodology is somewhat clear but raises concerns about reliability or the applicant's capacity to collect data.	Methodology is clear, reliable, and demonstrates the applicant's ability to collect the required data.	
			Score: /15
Management			SECTION V TOTAL: /15
10. Are project staffing needs addressed (e.g., are requested positions filled or is a plan in place to fill them)? Q12			
UNSATISFACTORY 0 pts	SATISFACTORY 1-3 pts	EXCELLENT 4-5 pts	COMMENTS
No positions are filled.	Only some positions are filled.	All required positions are filled.	
			Score: /5
11. Does the applicant demonstrate adequate experience with federal funds and grant compliance? Q17			
UNSATISFACTORY 0-3 pts	SATISFACTORY 4-6 pts	EXCELLENT 7-10 pts	COMMENTS
No prior experience.	Management team has experience providing transportation services but limited or no experience managing federal funds.	Management team has relevant experience and qualifications, including oversight of projects using federal funds.	
			Score: /10
Total			/100