

RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION FROM THE ASHTABULA COUNTY TRANSPORTATION SYSTEM (ACTS) TO THE ASHTABULA COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG), PY 2021, ACDJFS

WHEREAS, Carol Lennon, Program Manager for the Ashtabula County Transportation System, has prepared an application for the PY 2021 Community Development Block Grant (CDBG) allocation program for Ashtabula County, for the approval of the Board, to-wit:

Grant Period: September 1, 2021 – August 31, 2023

Purpose: To provide reduced fares for low-moderate income, disabled and senior populations of Ashtabula City and the entire Ashtabula County region.

Amount: \$28,500 per year for a total of \$57,000.00

WHEREAS, the application has been reviewed and it is found that such a grant would be desirable and is necessary; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio that an application be made as outlined above in accordance with a copy of said application on file in this office.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2021-177

May 04, 2021

RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION FROM THE ASHTABULA COUNTY TRANSPORTATION SYSTEM (ACTS) TO THE ASHTABULA COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG), PY 2021, ACDJFS

Upon the motion of Casey R. Kozlowski, seconded by J.P. Ducro IV.

VOTE:

**Kathryn L. Whittington
J.P. Ducro IV
Casey R. Kozlowski**

**Aye
Aye
Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio



Ashtabula County Transportation System
2924 Donahoe Drive
Ashtabula, OH 44004

For Transportation Call:
(440) 992-4411 or 1-800-445-4140



COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

FOR PERIODS 9/1/21 – 8/31/23

*Kathryn's Signature
required on Last
Page-
Public Service Certification
Thanks -*

FUNDED IN PART BY O.D.O.T. & THE F.T.A.
ASHTABULA JOB & FAMILY SERVICES, ADMINISTRATOR
ASHTABULA COUNTY COMMISSIONERS, GRANTEE

4. Required Documentation/Attachments

Include appropriate exhibits and check the items included in the application appropriate for each activity.

Included?	Documentation	Required If:
Y	Location Map	Required for all activities Attachment 2
Y	Service Area Map	Required for all activities Attachment 1
N	Cost Estimate	Required for all activities Not applicable
N	Photos of Activity Site	Required for all activities Not applicable
Y	Other Funds Commitment Letters	Required for all activities Funding CY 2021-2022 Budget included
N	Prevailing Wage Certification	Activity includes construction costing more than \$2,000 or any purchase of equipment when installation costs more than \$2,000 and comprises more than 20% of total cost. Not applicable
N	Road Surface Certification	Activity includes roadwork. Not applicable
N	Useful Life Certification	Activity includes sewer or water facility improvements. Not applicable
N	Income Survey Summary	Activity is qualified by an income survey rather than census LMI data. Not applicable
Y	Public Service Certification	Activity is qualified as a Public Service – Contact Community Services & Planning for requirements
N	Slum & Blight Certification	Activity is qualified under Slum & Blight National Objective – Contact Community Services & Planning for requirements Not applicable
N	Organization Constitution/By Laws	Applicant is a non-profit organization Not applicable
N	Previous Year Financial Report	Applicant is a non-profit organization Not applicable
N	501(c)3 documentation	Applicant is a non-profit organization Not applicable

PY 2021 CDBG ALLOCATION PROGRAM - ASHTABULA COUNTY

Guidance regarding the PY21 CDBG Allocation program from the Office of Community Development - Ohio Development Services Agency is appended to this application. The office of Community Services and Planning strongly recommends familiarizing yourself with this guidance document to help determine potential project eligibility.

*All project dollars identified at the time of application must be firmly committed by the September 1, 2021 grant award.

1. APPLICANT INFORMATION:

a. Ashtabula County Transportation System (ACTS)

Phone No. 440-994-2502

E-Mail Address: Carol.Lennon@jfs.ohio.gov

Fax No. 440-998-4253

Address 2924 Donahoe Drive, Ashtabula, Ohio 44004

b. Contact Person: Carol Lennon Phone No. same as above

E-Mail Address: same as above Fax No. Same as above

Address: Same as above

c. What is your organization status?

Check: Local Government Other Government Non-Profit

Rural Public Transportation System

IF Non-Profit, attach a copy of (1) constitution and by-laws, (2) year-end income and expense report, and (3) 501(c)(3) designation form.

2. PROJECT INFORMATION:

a. **CDBG Activity Type** (Must use an activity from attached Appendix A)

Public Service-Transportation

- b. **Describe the Activity:** This description should include details about the activity's location and the scope of the work to be performed. **Include photographs of current conditions.** Attach additional sheets if needed.

The funding provided by the Community Development Block Grant will be used to support the demand response transportation provided by the Ashtabula County Transportation System (ACTS). ACTS is the public transportation system for Ashtabula County, as designated by the Board of Ashtabula County Commissioners and the Ohio Department of Transportation (ODOT).

ACTS demand response service provides transportation for all Ashtabula County residents, including low-moderate income individuals, people with disabilities and senior citizens. All ACTS vehicles are ADA accessible. With the assistance of the Community Development Block Grant, ACTS will continue to provide Demand Response Transportation services Monday through Friday, from 7:00 am to 5:00 pm. This service provides door-to-door service for medical appointments, pharmacy trips, shopping, and social events to improve and maintain a better quality of life for Ashtabula County residents.

- c. **Need:** Describe the existing need and how it is addressed by this activity.

ACTS relies on CDBG funds to provide vital transportation to low-moderate income(LMI) individuals and the Elderly & Disabled (E&D) population. ACTS Demand Response provided 13,370 CDBG trips in 2020, covering 122,733 miles. This was 60% of the total demand response trips for 2020.

Seniors, the Elderly & Disabled and low-moderate income residents of Ashtabula County may have to rely on either friends and family, taxi, or public transit for their transportation needs. ACTS is a County-Wide Para Transit Public Transportation service that is reliable, accessible, affordable, and safe for the general public, the elderly, and persons with disabilities.

It is imperative to obtain Community Development Block Grant funds for 2021-2023 so the Ashtabula County Transportation System (ACTS) remains sustainable and continues to provide reliable transportation to Ashtabula County residents in need. Without CDBG funds, ACTS would not be able to provide the vital demand response trips necessary for countywide travel. As the needs grow for senior citizens and people with disabilities, these individuals living in the rural areas of Ashtabula County and other locations that cannot access the service routes and do not have family or friends to help them, will need to get to medical appointments, dialysis and cancer treatment, and pharmacy trips.

- d. **Synergy:** Is this project related to any other activities? If so, how?

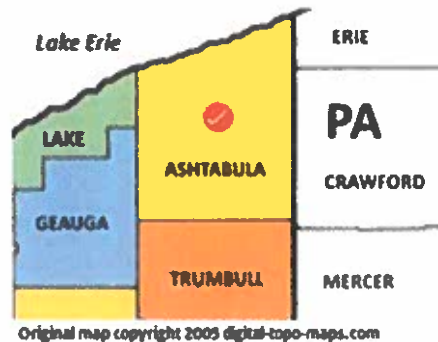
This project is not coordinated with any other project in Ashtabula County.

- e. **Service Area:** Describe the service area of this activity and how the boundaries were determined. In general, the service area of a project is the geographic area encompassing the project's primary beneficiaries. Depending upon the project, the service area may be larger or smaller, For instance, residential sidewalk improvements are typically assumed to have a smaller service area than major roadways and citywide parks.

The Ashtabula County Transportation System operates throughout the entire Ashtabula County region. Ashtabula County is 702 square miles in diameter and contains 139 people per square mile. Ashtabula County borders Lake County and Geauga County to the West, Trumbull County to the South, the State of Pennsylvania to the East, and the shores of Lake Erie to the North. With Ashtabula County's size (the largest in the State of Ohio by land area) and the rural nature having only 139 people per square mile, transportation is a huge barrier for the low-moderate income, elderly and disabled, and senior citizens of rural Ashtabula County.

See attachment 1

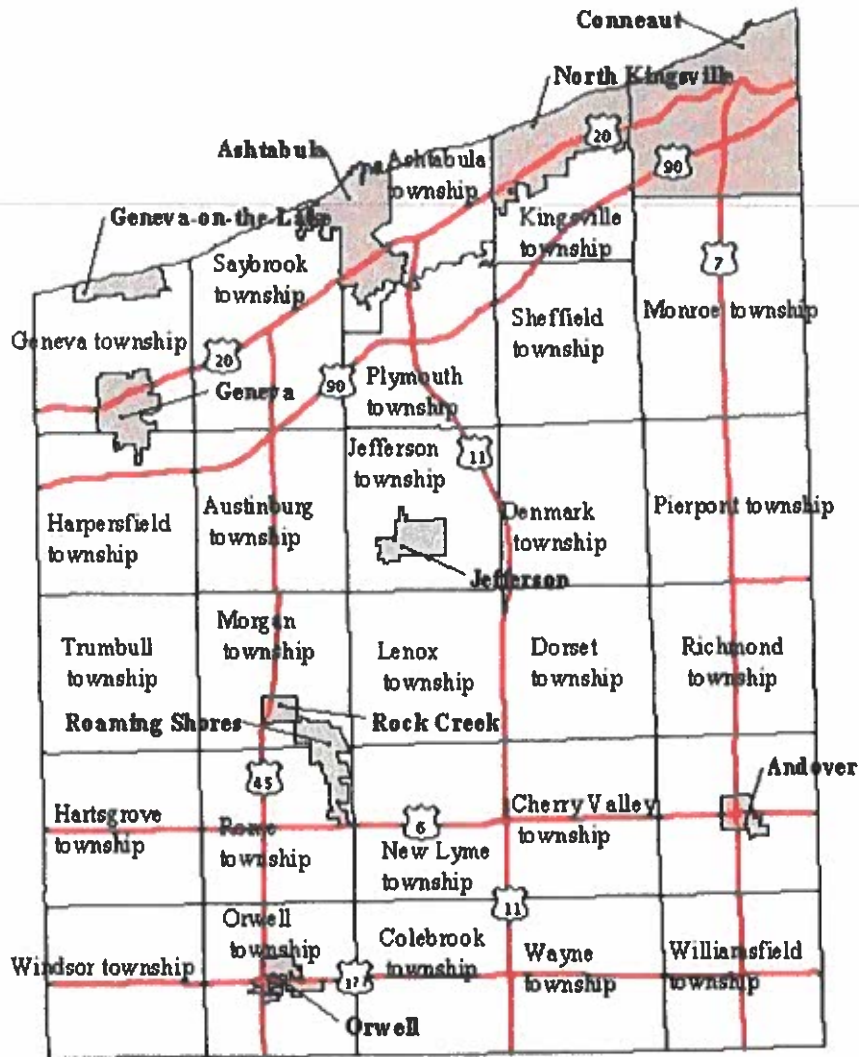
(Please attach a map of appropriate scale that clearly delineates service area boundaries.)



- f. Will you need to acquire easements or property to complete this project?
 ___ YES ___ X NO If YES, please explain:

Is this property occupied? ___ YES ___ NO

Will the project require permits (building, health department, zoning, PTI, e etc.)? ___ YES ___ X NO If YES, please explain:



- g. **Activity Location:** Provide mailing address, complete with zip code, nearest the project location. See attachment 2

The ACTS Operation Center is located at 425 W 24th Street, Ashtabula, Ohio 44004. All ACTS vehicles are located at this facility.

- h. **National Objective:** Indicate the appropriate National Objective
Statistics are from the 2011-2015 LMI Summary Data for Ohio Non-Entitlement Counties and Places

X LMI Service Benefit Area:

ACTS provides transportation for the entire Ashtabula County area. The three main areas served are:

Ashtabula City-Percentage LMI-64.32%
Ashtabula Township-Percentage LMI-64.60%
Saybrook Township-Percentage LMI-37.43%

The LMI average for the 37 townships, villages and cities in Ashtabula County is 43.06%

X LMI Limited Clientele: Elderly & Disabled

Based on 2018 population projections by age and sex statistics from the Ohio Development Services Agency, by the year 2025, the number of Ashtabula County residents age 60 to 85 is expected to increase to 31% of the total population.

- i. **Cost Estimate:** A signed cost estimate must be provided by a qualified party that would not directly be involved in the project grant agreement. (i.e. a third party). This estimate must be provided on their letterhead and indicate the estimated cost of the activity, the basis for that estimate in terms of quantities or other unit costs, and the period for which the estimate will be accurate. **Note: If you use a contractor cost estimate, that contractor cannot be awarded the project.** If applicable, the cost estimate must include prevailing wage certification, road surface certification and/or useful life certification for water & sewer projects.

j.

Project Budget

Please identify all funds to be committed to this project:

Please see separate budget for funding CY 2021-2023

...e Ave

Lake Ave

W 24th St



425 W 24th St

Lake Ave

W 24th St

W 24th St

W 25th St

Carso Ave

© 2021 HERE MAPS & LOCATION SERVICES

2

<u>SOURCE</u>	<u>AMOUNT</u>
CDBG Allocation requested:	\$ _____
CDBG Competitive Funds:	\$ _____
Other Federal Funds:	\$ _____
State and Local Funds:	\$ _____
Private Funds	\$ _____
Other (specify): _____	\$ _____
TOTAL	\$ _____

(Note: Commitment letters from each funding source identified above, other than CDBG, must be included with the application. **Commitment letter shall identify the timeframe of commitment – i.e. FY 20xx Program Year 9/1/XX-8/31/XX)**

k. Project Timeline (PY21 GRANT PERIOD 9/1/21 – 8/31/23)

What is the proposed timeline for the following?

Engineering: _____

Has engineering been started? Completed? _____

Will engineering be paid for by the applicant, or requesting engineering to be paid for by CDBG funds? _____

Bidding: _____

Start Date: _____

Project Length: _____

Project Completion: _____

l. Will the Village, Township, or County employees perform any work on this project? ___ YES X NO

Describe the work to be performed by Village, Township, or County employees:

m. Activity Outcomes: From the attached Appendix A list indicate the number and unit of measure for the outcomes of the activity.

<u>Example</u>	<u>Outcome Description</u>	<u>Units</u>
Outcome 1:	<u>Street resurfaced-linear feet</u>	<u>2400 LF</u>
Outcome 2:	<u>Catch Basins installed</u>	<u>14</u>

	<u>Outcome Description</u>	<u>Units</u>
Outcome 1:	_____	_____
Outcome 2:	_____	_____
Outcome 3:	_____	_____
Outcome 4:	_____	_____

n. How many people will benefit from this project?

The population estimate for Ashtabula County in 2019 was 97,241 residents. According to estimated statistics, 19.6% of this population was age 65 and older. Persons with a disability under age 65 was 11.8%. The persons living in poverty in Ashtabula County was 18.7%. These are all Ashtabula County residents who could benefit from the reduced fares available when using ACTS.

How was this determination made?

Statistics from the US Census QuickFacts for Ashtabula County.

What is the number of people in the service area?

Using the information above for all of Ashtabula County:

19,059 residents over the age 65

11,474 residents under age 65 with a disability

18,184 residents living in poverty.

A more accurate estimate of the residents who may benefit from the reduced fares are the residents of Ashtabula City. The majority of demand response trips are Ashtabula to Ashtabula. In 2019 the persons in Ashtabula City over age 65 was 16.5% or 2,900 residents, the persons with a disability, under age 65 was 16.8% or 3,026 residents, and most alarming is 32.2% or 5,801 Ashtabula City residents are living in poverty.

o. What are census tract(s) and block group(s) of the project/service area?

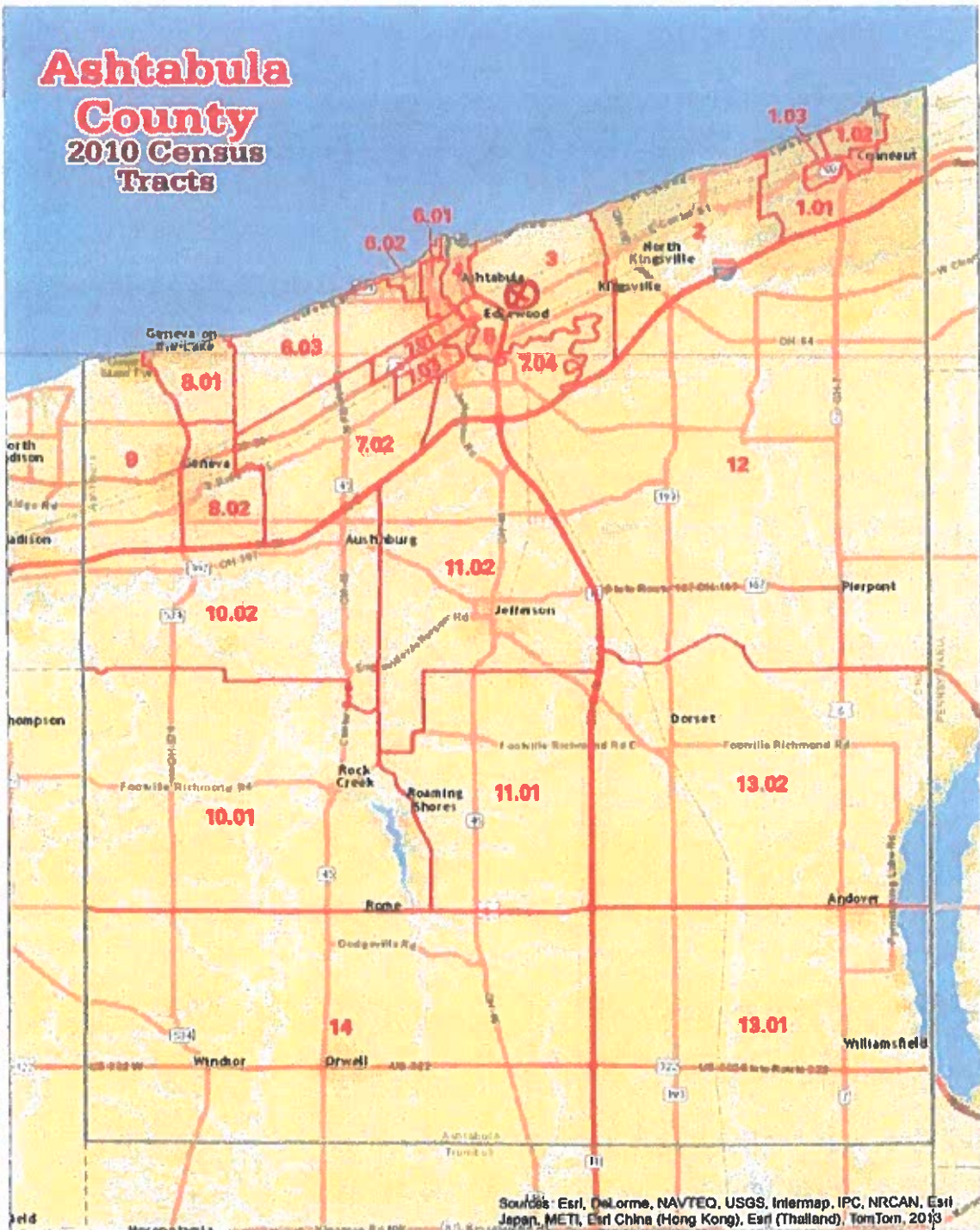
See attachment 3

Ashtabula County Census Tracts: 1.01 through 13.02

3. SITE INFORMATION:

a. Are any buildings to be affected by CDBG funds? ___Yes ___X___No
If so, what year was the structure built? _____

Ashtabula County 2010 Census Tracts



Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, IPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013

3

(Note: If selected, plans and specifications for improvements to properties 50 years of age or older must receive approval from the Ohio Historic Preservation Office.)

- b. Does the project affect a historic property or does your project occur in a historic district? YES NO
- c. Is your project located in a floodplain? YES NO
(Note: Projects located in floodplains require additional environmental review and will require an additional financial commitment from the applicant) If yes, explain/describe and provide FEMA Floodplain Map Panel Number: _____
- d. Will any assessments or fees (i.e., water or sewer line hook-up, membership fees, entrance fees, etc.) be charged as part of this project?
 YES NO If yes, please explain: _____



Ashtabula County Transportation System
2924 Donahoe Drive
Ashtabula, OH 44004

For Transportation Call:
(440) 992-4411 or 1-800-445-4140



FUNDING CY 2021-2022

Source	Amount
Federal Rural Transit Funds	\$ 1,627,910.00
State Rural Transit Funds	\$ 210,000.00
State Elderly & Disabled Fare Assistance	\$ 35,917.00
Ashtabula City Cash	\$ 60,000.00
Ashtabula City In-Kind (building lease + utilities)	\$ 150,000.00
CDBG Grant	\$ 57,000.00
Farebox	\$ 92,557.00
Contract Revenue	\$ 356,845.00
Local Match	\$ 148,087.00
Advertising Revenue	\$ 8,000.00
TOTAL	\$ 2,746,316.00

The budget above represents the combined anticipated funding The Board of Ashtabula County Commissioners will be applying for through the 5311 Formula Grant for Rural Transportation Systems for CY 2021-2022. These funds will be used for the operation of the Ashtabula County Transportation System (ACTS).

The availability of CDBG funds will ensure that low cost, reliable and accessible transportation will continue to be available not only to low-to-moderate income individuals, but to the increasing population of Seniors and the Elderly and Disabled.

CDBG funds will enable ACTS to continue to provide vital transportation for the following services: Health Care, Job Training, Drug Abuse Counseling & Treatment, Legal Services and Social Services.

Pursuant to the program as outlined by the Ohio Department of Transportation (ODOT), individuals for whom CDBG funds are requested must meet the eligibility requirements of the Elderly & Disabled (E&D) Fare Assistance program. Data is collected from this group of passengers who are served by the Demand Response Division.

The Ashtabula County Transportation System (ACTS) service measurement is trips per person. The average trips per day for 2020 for the Demand Response service was 83. ACTS provided 22,247 trips for the Door-to-Door Demand Response Service in 2020. This division provides service to individuals living in Ashtabula County who need to travel to places outside of the Ashtabula City service bus area.

FUNDED IN PART BY O.D.O.T. & THE F.T.A.
ASHTABULA JOB & FAMILY SERVICES, ADMINISTRATOR
ASHTABULA COUNTY COMMISSIONERS, GRANTEE

In CY 2020, ACTS provided a total of 49,702 trips to individuals in Ashtabula County. This consists of 27,455 service route trips and 22,247 demand response trips. These numbers reflect general passengers, E&D, Senior Passes, contract rides, and transfers. There was a total of 13,370 CDBG trips in 2020. This is 30% of the total demand response rides. The total CDBG rides through March of 2021 is 4,554. If ridership continues as it is, 2021 will see a 27% increase in total CDBG services.

Projected number of door-to-door CDBG trips for 2021: 18,216

Projected number of E&D trips for 2021: 8,432

ACTS will allow individuals an opportunity to schedule medical appointments, attend social events, and overall create a better quality of life for themselves.

Elderly and low-income housing developments continue to place a high demand on the transportation system as the economy remains weak, and medical facilities are in constant need of quality transportation to deliver patients to and from their medical appointments.

In summary, we anticipate the current demand for door-to-door service to remain the same or higher in CY 2021 and CY 2022. The Ashtabula County Transportation System (ACTS) continues to be an important factor in the daily lives of the Elderly and low to moderate income residents of Ashtabula County.



Patrick J. Arcaro, Executive Director
Ashtabula County Job & Family Services

4.23.2021

Date



Ronald Smith, Fiscal Supervisor
Ashtabula County Job & Family Services

4-28-2021

Date



Ashtabula County Transportation System
2924 Donahoe Drive
Ashtabula, OH 44004

For Transportation Call:
(440) 992-4411 or 1-800-445-4140



**PUBLIC SERVICE CERTIFICATION
ASHTABULA COUNTY TRANSPORTATION SYSTEM
ASHTABULA COUNTY, OHIO**

May 7, 2021

The funds the Ashtabula County Transportation System (ACTS) will receive from the Community Development Block Grant will provide reduced fares for low-moderate income, disabled and Senior populations of Ashtabula City and the entire Ashtabula County region. Transportation is an essential public service that will allow individuals an opportunity to receive critical services such as healthcare, legal services, childcare, employment, job training and mental health services, as well as, shopping and social activities.

The availability of CDBG funds will allow ACTS to continue to provide reliable, accessible, affordable, safe transportation for all Ashtabula County residents. This vital public service will help improve the quality of life for individuals and promote social and economic stability.

Based on population projections through 2050, the overall population of Ashtabula County will continue to decrease, while the % of individuals age 65 and older will increase. ACTS must remain sustainable to continue to provide this valuable public service for future Ashtabula County residents.

Patrick J. Arcaro, Executive Director
Ashtabula County Job & Family Services

4.23.2021

Date

Kathryn L. Whittington, President
Ashtabula County Board of Commissioners

5-4-21

Date