

**National Transportation Accessibility Center Notice of Funding Opportunity  
HHS-2022-ACL-CIP-DNTC-0085**

**Frequently Asked Question (FAQ) Document—Updated 6/22/2022 to include  
number 13**

1. **Q:** Does ACL have any expectation that the five Communities of Practice will be established and supported in the first year of the grant?  
**A:** ACL does envision that the five Communities of Practice would launch within the first year of the grant. The whole community practice might not occur during the first year of the grant, but the thought would be that we would be in a process of announcing who the five communities might be and being ready to start the Community of Practice.
2. **Q:** Does ACL have any expectation of the size of the sub grants that would be made to the communities engaged in the community practice?  
**A: Please note the corrected answer to this question:** No, ACL does not have any expectations around what the size of the sub grants may be. The Notice of Funding Opportunity on page 11 states: “Some of the funding should be used to make sub-grants to the communities engaged in the COP to support their activities conducted through the COP including public engagement, using ASL interpreters and developing resources in multiple languages. At least 2 of the 5 communities should be rural communities. “
3. **Q:** Question relative to the Web site. Will the National Transportation Accessibility Center Web site be fully supported and hosted on ACL gov? Would grant funds be needed to support it other than developing and providing content?  
**A:** ACL has budgeted funds to stand up the Web site on acl.gov and to post information on this site. The National Transportation Accessibility Center would be expected to, perhaps be identifying materials that could go onto the site or producing materials that would get posted through their activity.
4. **Q:** The budget ceiling is \$500,000. The earlier forecast notice had an amount of \$550,000. But I wanted to clarify that the ceiling is 500,000?  
**A:** That is correct. The ceiling is \$500,000. The web site will be funded through ACL. A portion of the funds were withheld to fund the website.
5. **Q:** Is the \$500,000 per year locked in? Is there any potential for that to be increased in subsequent years?  
**A:** At this time the ceiling for the award is \$500,000 per year based on the availability of funds.
6. **Q:** In terms of your definition of community, are you referring to communities in either the geographic sense or in terms of, say the historically disadvantaged population or maybe a combination thereof?  
**A:** A combination. The five communities should be defined geographically and include historically underserved or un-served and marginalized communities. Two of the

communities need to be defined geographically and need to encompass people living in rural communities.

7. **Q:** Regarding the requirement of submitting an MOU from a tribal entity as referred to on Page 6. Would you require that to be an ITO or would it be acceptable to have an MOU from a national tribal organization?

**A:** An MOU with an organization representing native communities would only be acceptable if the National Tribal organization meets the definition in 25 U.S.C. 5304 (1) which states: Tribal organization” or “tribal organization” means the recognized governing body of any Indian tribe; any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities: Provided, That in any case where a contract is let or grant made to an organization to perform services benefiting more than one Indian tribe, the approval of each such Indian tribe shall be a prerequisite to the letting or making of such contract or grant. The term “Indian tribe” means any Federal or State Indian tribe, band, rancheria, pueblo, colony, or community, including any Alaskan native village or regional village corporation (as defined in or established pursuant to the Alaska Native Claims Settlement Act) and a tribal organization (as defined in section 4(1) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450b(1)(now 25 U.S.C. 5304 (1))).

8. **Q:** On Page 6, the paragraph that says applicants must include an MOU from one of the following minority entities and Indian tribes to carry out activities under the programs authorized under Titles 2, 3, 6 and 7 of the Rehab Act of 1973 as amended and then it continues. Would you look at that as being either or, or is it both?

**A:** Page 6 of the Notice of Funding Opportunity says that applicants “must include a Memorandum of Understanding (MOU) from **one** of the following minority entities and Indian tribes to carry out activities under the programs authorized under Titles 2, 3, 6 and 7 of the Rehab Act of 1973 as amended”. Minority entities and Indian tribes conduct research, training, technical assistance or related activity to improve services provided under the Rehab Act of 1973 as amended. Especially services to provide the individuals from minority backgrounds. **So it needs to be at least one of those entities.** Please note these definitions:

- The term “minority entity” means an entity that is a historically Black college or university, a Hispanic-serving institution of higher education, an American Indian tribal college or university, or another institution of higher education whose minority student enrollment is at least 50 percent.
- The term “historically Black college or university” means a part B institution, as defined in section 322(2) of the Higher Education Act of 1965 (20 U.S.C. 1061(2)).
- The term “Indian tribe” means any Federal or State Indian tribe, band, rancheria, pueblo, colony, or community, including any Alaskan native village or regional village corporation (as defined in or established pursuant to the Alaska Native Claims Settlement Act) and a tribal organization (as defined in section 4(1) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450b(1)(now

25 U.S.C. 5304 (l)). An MOU with an organization representing native communities would only be acceptable if the National Tribal organization meets the definition in 25 U.S.C. 5304 (l) which states: Tribal organization” or “tribal organization” means the recognized governing body of any Indian tribe; any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities: Provided, That in any case where a contract is let or grant made to an organization to perform services benefiting more than one Indian tribe, the approval of each such Indian tribe shall be a prerequisite to the letting or making of such contract or grant.

9. **Q:** How will sub-awardees function under this grant? The FOA refers to providing sub grants to communities of practice to assist with technology or things like that, to facilitate the communities. when it comes to partners and the letters of intent from partners that we would submit. Is the intention that we would also be sub-awarding money to those partners and how would that work in the context of the grant?

**A:** In the grant, one applicant will receive the grant and that applicant will be the fiscal and programmatic lead. In the application, applicants should clearly define their key partners roles throughout the application materials, the work plan, the budget, the project narrative, and they should also include letters of commitment from them, they should also include letters of commitment from these initial partners in this application. So if there are any arrangements that are worked out in the work plan, budget, project narrative, the letters of commitment from the initial partners should mirror what the primary applicant has in their application. And how they will work with that part.

The primary applicants should decide who their key partners are in their application. They can have as many partners in their application as they choose. And they just have to describe what the roles would be of those partners. And then be clear about how those roles would be carried out in the work plan budget and project narrative. And the letters of commitment from the partner organization should align with what is in the application.

10. **Q:** Does the application need to identify the 5 communities that will be part of the community of practice?

**A:** The application should include a description of how the communities for the community of practice will be selected and how the applicant proposes to establish the community of practice.

11. **Q:** Do the letter of commitment count toward the 20-page project narrative limit?

**A:** The letter of commitment will **not** count towards the 20-page limit.

12. **Q:** What is the difference between a memorandum of understanding and a letter of commitment from a partner?

**A:** A memorandum of understanding, or MOU, is a **nonbinding agreement that states each party's intentions to take action, conduct a business transaction, or form a new**

**partnership.** An MOU should be signed by both parties. A Letter of Commitment is signed by the organization making the commitment and outlines the organizations involvement in the project and any contributions they are giving for the success of the project.

13. **Q:** I would like to check our eligibility for the ACL grant. Can you provide additional information on eligibility?

**A:** Please be sure to read the eligibility criteria in the NOFO on pages 15 and 16. The criteria reads:

For the purposes of this competition, national organizations are defined as those entities established with headquarters and administration for an organized group of bodies (local chapters, affiliates, faith and community-based and tribal organizations) dedicated to improving transportation services for a major, **nationwide segment** of the older adult and persons with disabilities population. Applicants must show that they have demonstrated experience and a proven track record in supporting and promoting the use of inclusive planning and the development of coordinated transportation systems that respond to the needs of people with disabilities and older adults. Applicants must show that they have demonstrated experience in partnering with national stakeholder groups, whose members advocate for and/or serve older adults, people with disabilities, caregivers and/or plan and provide community transportation systems. Coordination with existing FTA and ACL funded transportation resource centers is essential; therefore, applicants must show how they are coordinating with FTA and ACL funded transportation resource centers. Only one application per agency/organization will be accepted.

Applications that do not meet the responsiveness criteria outlined in Section III.3 below will be administratively eliminated and will not be reviewed. The successful applicant will be an organization that meets the criteria listed below. Applicants must conform to the following elements: 1. Applicants must meet the criteria for national organizations as defined above. 2. Applicants must have demonstrated experience in supporting and promoting the use of inclusive planning and the development of coordinated transportation systems that respond to the needs of people with disabilities and older adults; and 3. Applicants must show how they are coordinating or plan to coordinate with one or more FTA and ACL funded transportation resource centers.

**We also recommend reading the Responsiveness criteria outlined in Section III.3 on page 17 which reads:**

Application Responsiveness Criteria Applications will be reviewed to establish responsiveness to the following criteria. **Those that do not meet the required criteria will be administratively eliminated and will not be reviewed.** 1. Is a national organization as defined above; 2. Demonstrates national experience in supporting and promoting the use of inclusive planning and the development of coordinated transportation systems that respond to the needs of people with disabilities and older adults; 3. Application reflects

that applicant is coordinating or plans to coordinate with FTA and ACL funded transportation resource centers.