



Mobility Management Compliance: Understanding FTA-Eligible Activities

A review for DOT, transit agency staff, grant administrators, and mobility managers navigating Federal Transit Administration compliance requirements and best practices.





Meet our team of experts!



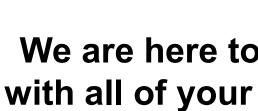
Cindy Frené Principal-In-Charge Massachusetts



Executive Director Washington D.C.



Assistant Director Massachusetts





Technology Tools Lead



Enjoli Dixon Rural Transit Project Manager Missouri



We are here to assist you with all of your rural transit and community needs!



Tribal Transit Program Manager Florida



Knowledge and Resource Manager Massachusetts



eLearning Project Manager Massachusetts



Nancy Doherty Analyst



Resource Center

Massachusetts



Jeremy Bell

Tribal Transit Liaison

Mississippi







Meet your presenters!



Jeremy Bell

Tribal Transit Liaison Mississippi



Enjoli Dixon

Rural Transit Project Manager Missouri





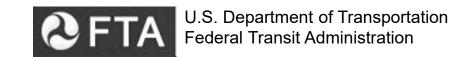
What is Mobility Management?

Mobility management is formally defined in **FTA Circular 9070.1G** as a strategic approach to coordinating transportation services across multiple providers and funding sources. The primary focus is on coordination rather than direct service provision.

Mobility management plays a particularly crucial role in the **Section 5310 and 5311**, serving as the backbone for coordinated transportation planning efforts.







Key FTA Programs Supporting Mobility Management

Section 5310

Enhanced Mobility of Seniors and Individuals with Disabilities

Primary funding source for mobility management activities targeting vulnerable populations

Section 5307

Urbanized Area Formula Program

Supports mobility management in urban areas with populations over 50,000

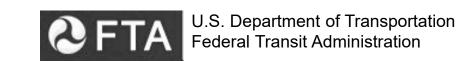
Section 5311

Rural Area Formula Program

Enables mobility management coordination in rural and small urban areas

All programs require a locally developed, coordinated public transit-human services transportation plan as the foundation for mobility management activities.





Mobility Management as a Capital Expense



Funding Structure

match even when no vehicles are purchased. This classification makes mobility management more financially accessible to agencies.



Lead Organizations

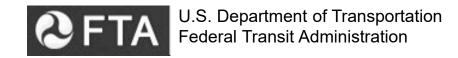
May be led by public transit agencies or private non-profit organizations, providing flexibility in program administration and implementation.



Planning Requirement

Must be explicitly included in a locally developed, coordinated plan that demonstrates regional coordination and identifies service gaps.





Examples of Eligible Activities

1

Coordination & Planning

- Direct support for mobility manager positions
- Development and maintenance of coordination plans
- Shared mobility planning initiatives
- Regional coordination meetings and stakeholder engagement

2

Information & Referral Services

- One-call/one-click transportation information systems
- Comprehensive trip planning tools and resources
- Centralized customer service operations
- Multi-modal transportation databases

3

Outreach & Training Programs

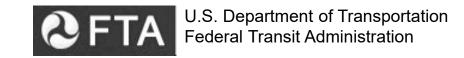
- Travel training programs for seniors and people with disabilities
- Public education and rider awareness campaigns
- Staff training for transportation coordination
- Community outreach and engagement activities

4

Operational Support

- Scheduling and dispatch coordination systems
- Volunteer driver program management
- Inter-agency service coordination
- Technology systems supporting coordination





Compliance Requirements & Restrictions

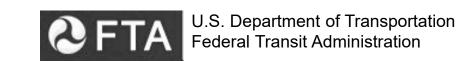
✓ Compliance Checklist

- Included in approved coordination plan?
- Meets FTA eligibility guidelines?
- Proper documentation and reporting systems in place?
- Federal/local match requirements satisfied?
- Described in grant application narrative?
- Supports coordination, not direct operations?

Ineligible Activities

- Direct service operations (vehicle drivers, dispatchers for individual trips)
- Capital purchases not included in coordinated plans
- General outreach unrelated to transportation coordination
- Vehicle maintenance and operational expenses



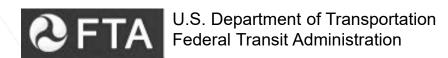


Regional Mobility Network - Mississippi

- Manage strategic planning process with team to develop opportunities to achieve outcomes related to greater mobility in the region.
- ➤ Research funds available, assessing the needs and demands of users, reviewing regulatory processes, and seeking alternative services (such as mileage reimbursements, volunteer drivers/vehicles sharing, mobility training
- Assist with recommendations to improve mobility services and/or coordination with, but not limited to the region, and other relevant organizations.





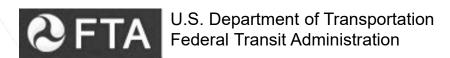


Regional Mobility Network - Mississippi

- Facilitate communication and cultivate multi-agency partnerships to reduce costs through efficient and effective transportation coordination.
- Maintain current agendas, packets, and minutes and Post information pertinent to stakeholders.
- Develop an information and outreach program for current transportation services and mobility options through public speaking and media presentations, including development of outreach materials and a marketing plan.
- Research, write and coordinate the grant application process; manage grants and grant proposals and maintain a funding/donor database.





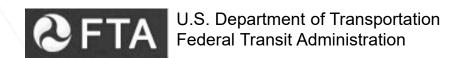


Compliance - Mississippi

- ➤ Hold Quarterly meetings with all transit agencies in your Regional Group to discuss coordination and issues that each agency is experiencing in their counties.
- ➤ The Mobility Manager will conduct the meeting and take minutes for reporting purposes back to the State DOT.
- ➤ The Mobility Manager can contact other State Regional Mobility Managers to discuss solutions and possible cross-regional coordination.







Regional Trainings - Mississippi

- Coordinate with other Regional groups to assess if a collaboration can occur to provide transportation to areas with limited or no transportation services.
- Coordinate with DOT to see if assistance can be given for pilot projects that can create transportation routes in the region.

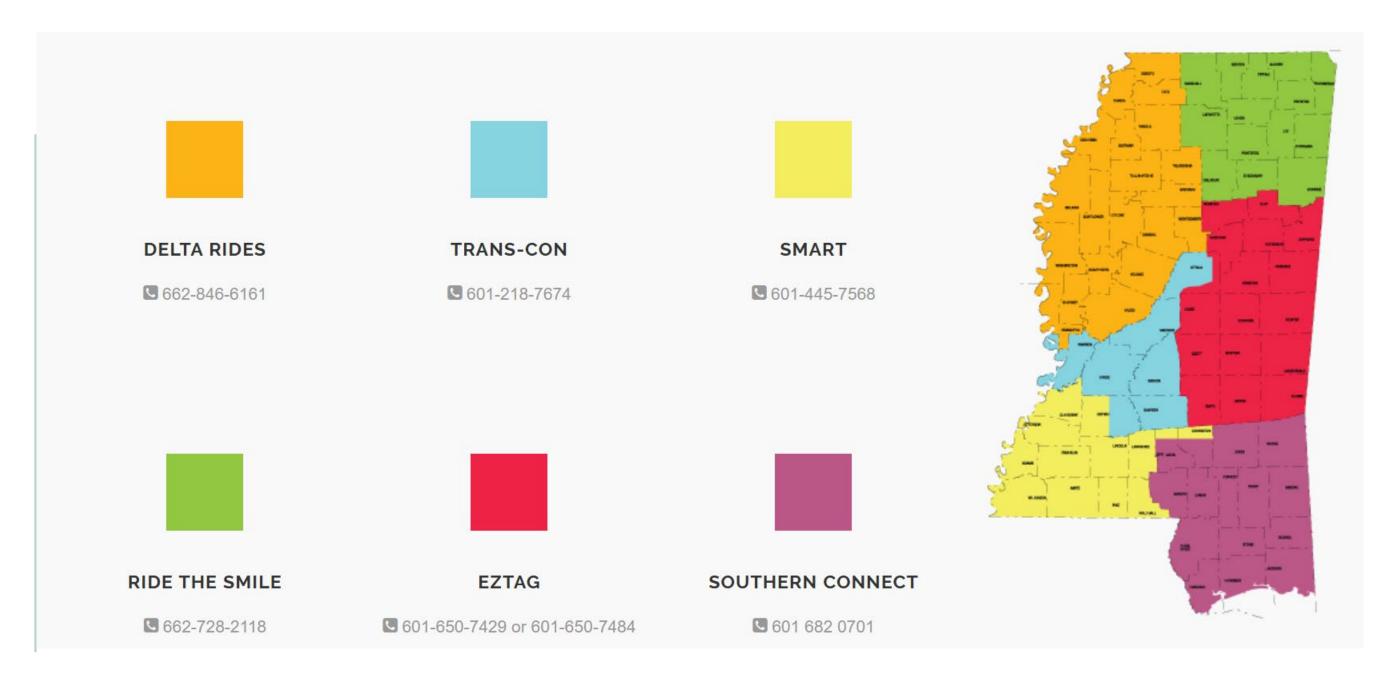




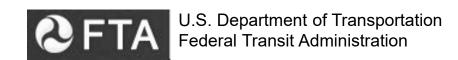










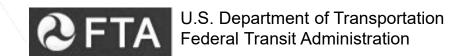


Outreach/Partnerships for Coordination- Mississippi

- Promotion of Transportation services in their Regional Area by:
 - Public Hearings and Comment Sessions
 - City Council meetings
 - Hosting Community Dialogues
 - Job Fairs
 - Development Club meetings
 - Booth Setup







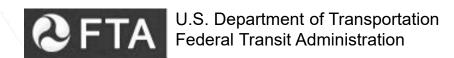
Regional Mobility Managers' Quarterly Report

Regional Group Name:	
Mobility Manager:	Email Address:
Regional Group Leader:	Date:

Goals for this Quarter	
Regional	
Activities/Strategies	
Key Accomplishments	
Lessons Learned Since	
Last Report	
# of Increased Regional	
Partners	
Increased/Expansion	
Relationships with	
Employer's, community	
colleges, universities, etc.	
Regional Partners Visited/	
Outcome from Visit	
Measurable Outcomes over	
Quarter	
Local Elected Official/	
Legislative Outreach	
Success Stories	
Goals for Next Quarter	
Were goals met for	
quarter? If not, why?	
Regional Training Needed	



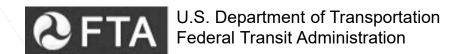




ease list below any future Regio	Meetings or activities that will be hel	d during the next quarter
Name of Agency Hosti	Date	Location
	additional resources from MDOT in and explain in the space provided be	assisting with the accomplishment of any low.
oals and objectives? If so, please	and explain in the space provided be	low.
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lease list below any meetings or a Name of Agency	and explain in the space provided be	l stakeholders and the regional contacts m Location
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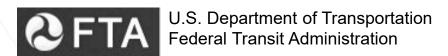




Monthly FTA Reporting (Due to MDOT by the 15 th of each Month) Name of Transportation Provider				
	<u> </u>			
1. What level of service is currently being provided? (days, hours of operation, number routes, customers/contracts, service reductions, etc.)				
2.	Average daily trips being provided			
3. 4.	Number drivers/vehicles in service Resource needed (PPE, staff, vehicles, safety equipment, etc.)			
5. pick-	COVID-19 related service success stories/highlights from assisting those in your community (i.e. food/clothing drives, meals delivery, grocery/medicine up, partnerships developed. Etc.)			
6.	Emergency related activities participated in.			



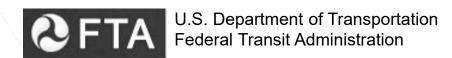




Regional Activities/Strategies	Using Regional Plan & Community Dialogue-What were the goals, scheduled
	activities for quarter
Key Accomplishments	What did you accomplish during the Quarter
Lessons Learned Since Last	Based on your experienced so far, what is working and what isn't
Report (Regional meetings,	
partnering, communication,	
# of Increased	How many additional partners/stakeholders since last report?
Regional Partners	
Increased/Expansion	Ex: What outreach has taken place, ex. Attending Community fares, other community
Relationships with	events, meeting with group regarding partnering
employers, community	
colleges. Universities, etc.	
Regional Partners	Ex: What Regional Partners did you visit this quarter and what was the outcome of
Visited/Outcome from Visit	visit
Measurable Outcomes	Ex: This includes # of people served, # of agencies, etc.
over Quarter	What happened? Increased by _%; <i>Increased ridership by</i> _? Increased community awareness by doing what?;
	Measurable incomes should include a numeric or descriptive measures, (increased regional partners by ?; decreased cost by ???)
Local Elected Official/	What elected officials have you reached out to and what were the results?
Legislative Outreach	
Success Stories	Success Story- no matter how small -include agency, situation, how problem/service
	was resolved. Include pictures if available
Quarterly Goals for Next	Using Regional Plan-What are Regional Goals for next quarter.
Quarter	
Did you meet your	
quarterly goals?	
If not, Why?	





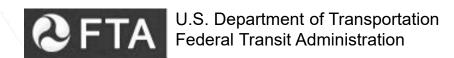












Hiring a Mobility Manager: Compliance Focus

01

Position Design

Include partnerships, trip planning, travel training, and grant writing in job descriptions. **Avoid** direct transport, vehicle maintenance, or individual trip dispatching responsibilities.

03

Plan Integration

Ensure position is explicitly described in the locally developed coordinated plan and FTA grant application narrative with clear alignment to coordination goals.

02

Budget Classification

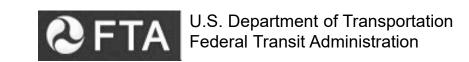
Treat as capital expense using **ALI 11.7L.00 – Mobility Management**. Eligible for 80% federal / 20% local match when properly documented and tracked.

04

Performance Tracking

Implement time/activity logs and establish metrics for partnerships formed, meetings facilitated, trips planned, and riders trained to demonstrate coordination impact.





Documentation & Best Practices Required Documentation

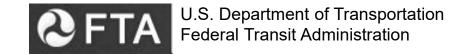
- Planning efforts and coordination meeting records
- Activity outcomes and metrics demonstrating impact
- Financial reporting with proper federal/local match tracking
- **Time/activity logs** for personnel (retain 3-5 years)
- Job descriptions and hiring documentation

Compliance Best Practices

- Engage coordination partners early in planning
- Link all activities to documented transportation needs
- Maintain thorough documentation throughout
- Regularly review FTA circulars and guidance updates







Resources & Next Steps

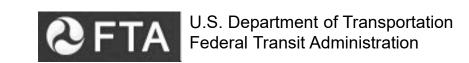
Essential Resources

- FTA Regional Staff Primary mobility management guidance
- National Rural Transit Assistance Program
 (National RTAP) Technical assistance and best practices
- State DOT and MPO resources Local coordination support
- www.transit.dot.gov Current regulations & updates

Immediate Action Items

- 1. Review your current coordination plan for mobility management inclusion
- 2. Assess existing activities against FTA eligibility criteria
- 3. Establish documentation and reporting procedures
- 4. Schedule regular stakeholder coordination meetings
- Questions or need additional support? Contact your regional FTA office or state DOT for technical assistance with mobility management compliance and implementation strategies.







Questions/Thank you!

National Rural Transit Assistance Program

888-589-6821 | nationalrtap.org | info@nationalrtap.org

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