5310 Private Non-Profit Vehicle Grants
Applicant Instructions

Open Application Window

PennDOT Bureau of Public Transportation is accepting applications for Private Non-Profit Vehicle Grants, funded by the Federal Transit Administration's (FTA) Enhanced Mobility of Seniors & Individuals with Disabilities Program (Section 5310) between July 1, 2021 and August 2, 2021. To apply for funding, applicants must have a Keystone Login account.

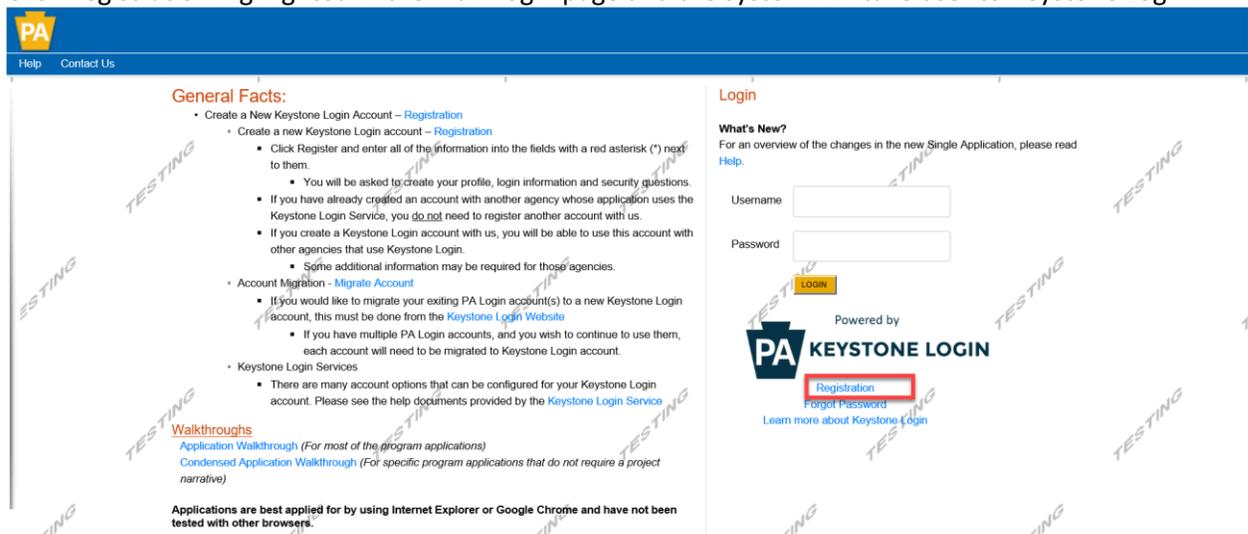## How to Apply for Section 5310 Grant Funding

Pennsylvania's Section 5310 program requires all applications to be filed electronically using eGrants Public Portal Interface at https://www.esa.dced.state.pa.us/login.aspx?var=5. Applications are best applied for by using **Internet Explorer, Chrome.**

If users don't have an account to the Keystone Login, they must register and follow the steps outlined below. Applicants will not be permitted to open an application until a Keystone Login is entered.
Note: if the applicant has an existing Keystone Login ID, please proceed to step 2.

Step 1. New User Registration to the Keystone Login
- Go to: https://www.esa.dced.state.pa.us/login.aspx?var=5

- Click Registration highlighted in the main login page and the system will take user to Keystone Login.

- Enter all the information in the fields marked in the right margin by a red asterisk and click Register. *These are required fields.* The rest of the fields are optional.

On May 18, 2020, the Commonwealth of Pennsylvania will be opening the Keystone Login Help Desk for Keystone Login users. For all questions, concerns and issues with Keystone Login, contact the new help desk by using the following phone number: 877-328-0995.

Register

Personal Information:

First Name *

Last Name *

Date Of Birth * mm/dd/yyyy

Contact Information:

Email

Mobile Phone Number ###-###-####

Login Information:

Username *

The username should between 6 and 64 characters and should not contain any spaces.

The password must pass these rules:
☐ Must be between 12 to 128 characters in length.

Password *

☐ Do not include any of your username, your first name, or your last name.

Confirm Password *

The password must pass 3 out of 4 of these rules:
☐ One uppercase letter.
☐ One lowercase letter.
☐ One numeric number.
☐ One non-character (such as !,#,%,^, etc).

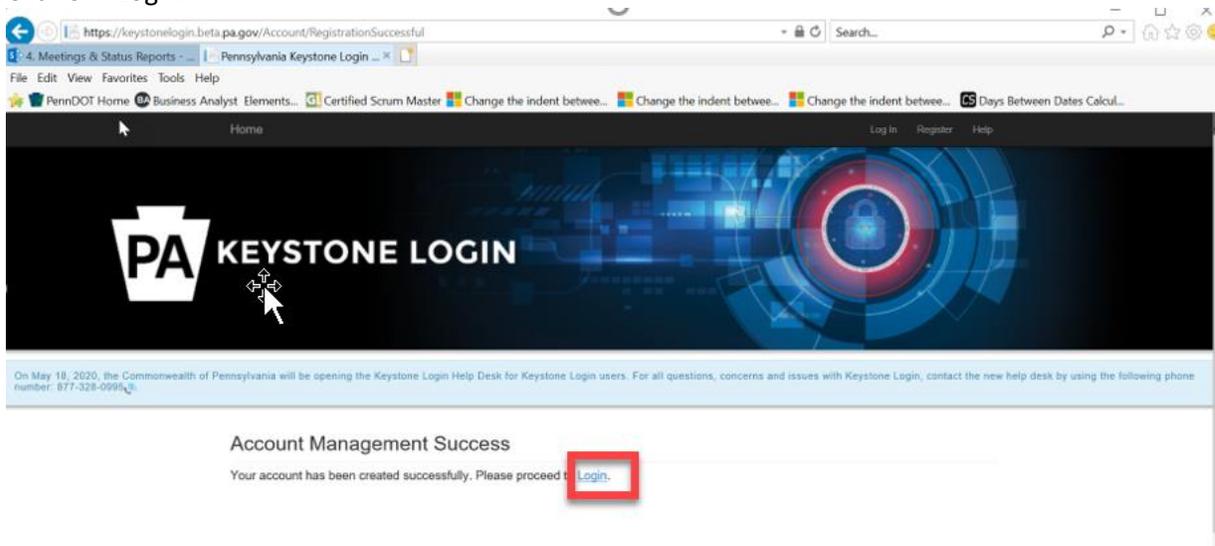**Password Strength: Invalid**

Security Questions:

Security Question 1 * Select a security question ▾

Note: Question and answer data is case insensitive. Be aware we will be automatically stripping leading and trailing spaces.
Consider this when creating your answers to your security questions.

Security Answer 1 *

Security Question 2 * Select a security question ▾

Security Answer 2 *

Security Question 3 * Select a security question ▾

Security Answer 3 *

[Register] Cancel

➢ **First Name**: Enter your first name.
➢ **Last Name**: Enter your last name.
➢ **Date of Birth**: Enter your date of birth.
➢ **Email:** Enter your email address.
   Note: user must enter a valid email address during the registration process.
➢ **Mobile Phone Number:** Enter your Mobile Phone Number. This field is optional.
➢ **Username:** Create a user name. The username must be between 6 and 64 characters without any spaces.

- **Password:** Create your password here. The password must be between 12 and 128 characters and should follow 3 out of 4 rules as listed below:
  - *One uppercase letter*
  - *One lowercase letter*
  - *One numeric number*
  - *One non-character (such as! #, %, ^, etc.).*
- **Confirm Password:** Re-enter your password. This field has the same restrictions as the Password field.
- **Security Questions:** This is a security question in case user loses or forgets their username or password. It helps to confirm user's identity since it will be a unique question.

- The system displays the message "Your account has been created successfully. Please proceed to Login." Click on "Login."

Step 2. Log in to the 5310 Application Site and Complete the Application
- Once a username and password are created, log in back to the eGrants Public Portal Interface at https://www.esa.dced.state.pa.us/login.aspx?var=5 with the new Username and Password. Enter the Project Name and click **"CREATE A NEW APPLICATION."**

- Choose "PennDOT" as Agency under "Select Program" section and click "Search."

- Click on the Apply button next to *"Federal Section 5310 Private Non-Profit Accessible Vehicle Grant Program."*
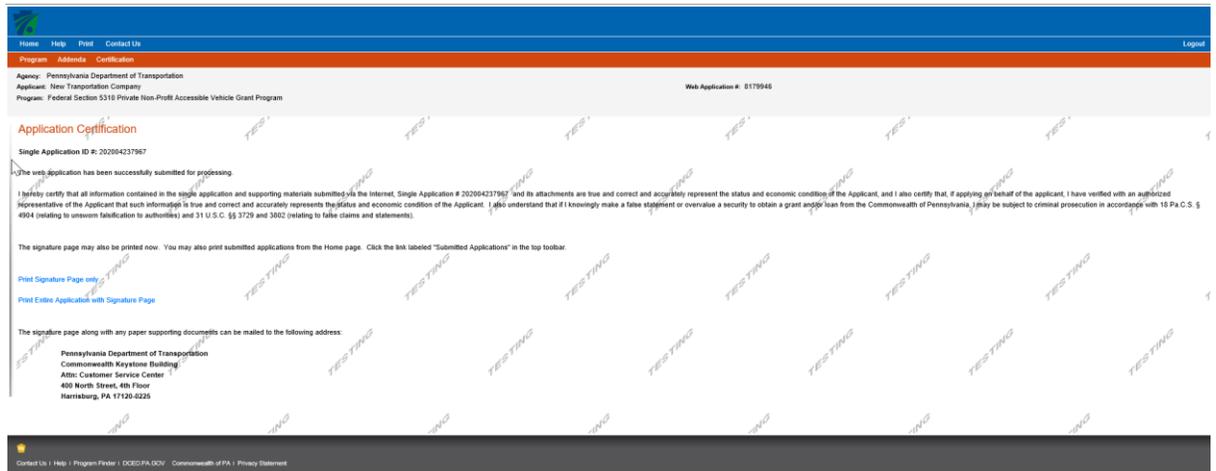

- Navigate through the seven (7) application sections using the top row of orange tabs or **Continue** button at the bottom of each section:

  1. Applicant
  2. Project Overview
  3. Project Site
  4. Narrative
  5. Budget

Note: budget tab could be bypassed and will be auto-populated based on the information provided to the addenda questions.

6. Addenda
7. Certification

Note: After application submission, the system generates a Single Application Id # and a Web Application Id # as shown in the below screen shot. Please keep the web application Id # for future reference.

Step 3. Application Submission
All applications must be submitted electronically via the eGrants Public Portal Interface by August 2, 2021 by 11:55 PM. No late submissions will be accepted.

Questions

All questions regarding the program or application submission process should be directed to:

John Levitsky - PennDOT
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