



Social Services Transportation Advisory Council Agenda

Tuesday, January 18, 2022

10 a.m.

****Teleconference Meeting****

MEETING ANNOUNCEMENT AMIDST COVID-19 PANDEMIC:

The Social Services Transportation Advisory Council meeting scheduled for Tuesday, January 18, 2022, will be conducted virtually in accordance with Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak, Government Code Section 54953(e), Assembly Bill 361 (Rivas, 2021), and the COVID-19 Emergency Temporary Standards issued by the California Department of Industrial Relations. Council members will primarily participate in the meeting virtually, while practicing social distancing, from individual remote locations.

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Public Comments: Persons who wish to address the members on an item to be considered at this meeting, or on non-agendized issues, may email comments to the Clerk at clerkoftheboard@sandag.org (please reference "January 18, 2022, Social Services Advisory Council Meeting," in your subject line and identify the item number(s) to which your comments pertain). Comments received by 4 p.m. on January 17, 2022, before meeting, will be provided to members prior to the meeting. If you desire to provide live verbal comment during the meeting, please join the Zoom meeting by computer or phone and use the "Raise Hand" function to request to provide public comment. On a computer, the "Raise Hand" feature is on the Zoom toolbar. By phone, enter *9 to "Raise Hand" and *6 to unmute. Requests to provide live public comment must be made at the beginning of the relevant item, and no later than the end of any staff presentation on the item. The Clerk will call on members of the public who have timely requested to provide comment by name for those joining via a computer and by the last three digits of for those joining via telephone. All comments received prior to the close of the meeting will be made part of the meeting record. Please note that any available chat feature on the Zoom meeting platform should be used by panelists and attendees solely for procedural or other "housekeeping" matters as comments provided via the chat feature will not be retained as part of the meeting record. All comments to be provided for the record must be made via email or orally per the instructions above.

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Vision Statement

Pursuing a brighter future for all.

Mission Statement

We are the regional agency that connects people, places, and innovative ideas by implementing solutions with our unique and diverse communities.

Our Commitment to Equity

We hold ourselves accountable to the communities we serve. We acknowledge we have much to learn and much to change; and we firmly uphold equity and inclusion for every person in the San Diego region. This includes historically underserved, systemically marginalized groups impacted by actions and inactions at all levels of our government and society.

We have an obligation to eliminate disparities and ensure that safe, healthy, accessible, and inclusive opportunities are available to everyone. In 2021, SANDAG will develop an equity action plan that will inform how we plan, prioritize, fund, and build projects and programs; frame how we work with our communities; define how we recruit and develop our employees; guide our efforts to conduct unbiased research and interpret data; and set expectations for companies and stakeholders that work with us.

We are committed to creating a San Diego region where every person who visits, works, and lives can thrive.



Social Services Transportation Advisory Council

Tuesday, January 18, 2022

Item No.		Action
1.	Introductions	
+2.	Approval of Meeting Minutes The Social Services Transportation Advisory Council (SSTAC) is asked to review and approve the minutes from its September 21, 2021, meeting.	Approve
3.	Public Comments/Communications/Member Comments Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the SSTAC on any issue within the jurisdiction of the SSTAC that is not on this agenda. Public speakers are limited to three minutes or less per person. SSTAC members also may provide information and announcements under this agenda item. If the number of public comments under this agenda item exceeds five, additional public comments will be taken at the end of the agenda. Subjects of previous agenda items may not again be addressed under public comment.	
Reports		
4.	Clairemont Drive Trolley Station Parking <i>Ramon Ruelas, SANDAG</i> An overview on the status of parking at the Clairemont Drive Trolley Station, one of nine new stations constructed along the Mid-Coast Extension of the UC San Diego Blue Line will be presented. Future parking for the Trolley station will be constructed by a private developer, SANDAG is considering interim solutions to serve the Americans with Disabilities Act community.	Information
+5.	Upcoming Calls for Projects for SANDAG Specialized Transportation Programs <i>Zachary Rivera, SANDAG</i> An overview on the Specialized Transportation Grant Program (STGP) Cycle 11 Supplemental Call for Projects will be presented. The SSTAC is asked to provide input on the development of the Cycle 12 STGP Call for Projects, including possible changes to the STGP goal, and objectives, and Cycle 11 evaluation criteria.	Discussion
6.	Transit Operator Update Representatives from the Metropolitan Transit System and North County Transit District will provide an update on proposed service changes and any notable activity.	Information

- | | | |
|-----|---|-------------|
| 7. | Facilitating Access to Coordinated Transportation Update
An update on most recent developments of the Facilitating Access to Coordinated Transportation Update and the Council on Access and Mobility, will be presented. | Information |
| 8. | Staff Report
Staff will report on notable activity within the SANDAG Short Range Transit section. | Information |
| 9. | Upcoming Meetings
The next SSTAC meeting is scheduled for March 15, 2022, at 10 a.m. | Information |
| 10. | Adjournment | |

+ next to an item indicates an attachment

January 18, 2022

Action: **Approve**

September 21, 2021, Meeting Minutes

Chair Meagan Schmidt (Facilitating Access to Coordinated Transportation [FACT] – Seat B) called the meeting of the Social Services Transportation Advisory Council (SSTAC) to order at 10:02 a.m. Due to the COVID-19 pandemic, the meeting was held virtually via Zoom.

1. Introductions

The attendance sheet for this meeting is included.

2. Approval of Meeting Minutes (Approve)

Action: Upon a motion by Ted Kagan (At-Large Alternate – Seat C), and a second by Vice Chair Jay Washburn (Metropolitan Transit System [MTS] Paratransit), the SSTAC approved the minutes from its July 20, 2021, meeting.

Yes: Chair Schmidt, Ilse Carey (Special Interest Voting Member- Seat A), Clytie Kohler (Special Interest Voting Member- alt), Lorry Seagrim (At-Large Voting Member – Seat A), Sharon Beckas (At-Large Voting Member –Seat B), Catherine Manis (At-Large Voting Member –Seat C), Adrianna Yemphatpe (Traveler's Aid Society of San Diego), Elsa Caballero (San Diego Center for the Blind), Todd Shaw (Home of Guiding Hands), Elizabeth Wagner (ElderHelp), Arun Prem--Cynthia (FACT), and Robert Gebo (North County Transit District [NCTD] Paratransit).

No: None.

Abstain: None.

Absent: None.

3. Public Comments/Communications/Member Comments

Sharon Beckas made a comment about her appreciation for seeing students near UC San Diego on transit.

Reports

4. Staff Report (Information)

Senior Regional Planner Brian Lane gave updates regarding grants and the SANDAG Social Equity Working Group item.

5. Harbor Drive 2.0 Concept of Operations (Information)

Senior Regional Planner Suhasini Natarajan, Matthew Cox (IBI), and Catherine Thibault (IBI) presented information on the SANDAG concept of operations report, for Harbor Drive 2.0. They also sought feedback from attendees on possible needs of the community. The team shared the Harbor Drive 2.0 User Needs Survey.

6. Flexible Fleet Procurement (Information)

Mobility Planning Manager Danielle Kochman presented on flexible fleets, which are part of the strategies within the 5 Big Moves in the San Diego Forward Regional Plan. She discussed ways SANDAG plans to incorporate flexible fleets and asked for feedback from the SSTAC.

7. Chair and Vice Chair Selection (Appoint)

Action: Upon a motion by Wayne Landon (At-Large Voting Member-alt) and a second by Ted Kagan, the SSTAC approved Meagan Schmidt for Chair.

Yes: Chair Schmidt, Ilse Carey, Clytie Kohler, Lorry Seagrim, Sharon Beckas, Catherine Manis, Adrianna Yemphatpe, Elizabeth Wagner, Arun Prem--Cynthia (FACT), Jay Washburn (MTS Paratransit) and Robert Gebo.

No: None.

Absent: San Diego Center for the Blind, Home of Guiding Hands, Arc of San Diego, and Arc of San Diego-alt.

Action: Upon a motion by Clytie Kohler and a second by Sharon Beckas, the SSTAC approved Alex Warner as Vice Chair.

Yes: Chair Schmidt, Catherine Manis, and Jay Washburn.

No: (Voted for Jay Washburn): Ilse Carey, Lorry Seagrim, Wayne Landon, and Robert Gebo.

Abstain: Adrianna Yemphatpe, Elizabeth Wagner, and Arun Prem (Cynthia).

Absent: San Diego Center for the Blind, Home of Guiding Hands, Arc of San Diego, and Arc of San Diego-alt.

8. Transit Operator Update (Information)

Jay Washburn: PRONTO has rolled out. Mid Coast will be launching in November. MTS Access volume has continued to increase every month, currently at 37% pre-COVID ridership levels. Fourteen wheelchair vehicle minivans have been added to the fleet.

Robert Gebo: Ridership levels at 33% of pre-COVID levels. Eligibility is back to pre-COVID levels. Experiencing a driver shortage. October bid, Oct 23-24, will include increases in COASTER trips and eliminate flex route 372. Uber and Lyft demand service program will be implemented in Sorrento Valley, Vista, and Carlsbad Poinsette. Sorrento Valley Coast connections shuttle service will be serviced by taxi providers in NCTD wheelchair accessible vehicles.

9. Facilitating Access to Coordinated Transportation Update (Information)

Working with the code of conduct subcommittee, on a regional uniform code of conduct regarding inappropriate behavior for riders and staff. Statement has been agreed upon and have identified behaviors that grant immediate, temporary, and permanent leaves. New accessible vehicles will be available in early fall. Scripps service has increased to three hospitals. Transportation cool zones will be available through 211. Next CAM meeting will be October 12. Annual meeting December 16.

10. Upcoming Meetings (Information)

The next SSTAC meeting is scheduled for November 16, 2021, at 10 a.m.

11. Adjournment

Chair Schmidt adjourned the meeting at 12 p.m.

Confirmed Attendance at SANDAG SSTAC Meeting

September 21, 2021

Jurisdiction	Name	Attended	Comments
Individual Members			
Special Interest Voting Member (Seat A)	Ilse Carey	Yes	
	Ted Kagan, Alternate	Yes	
Special Interest Voting Member (Seat B)	Kent Rodricks	No	
	Clytie Kohler, Alternate	No	
At-Large Voting Member (Seat A)	Lorry Seagrim	Yes	
At-Large Voting Member (Seat B)	Sharon Beckas	Yes	
At-Large Voting Member (Seat C)	Catherine Manis	Yes	
At-Large Voting Members (Seats A through C) Alternates	Wayne Landon	Yes	
	David Jackson	Yes	
	Alejandra Warner	Yes	
Rotating Agency Members			
San Diego Center for the Blind	Marissa Lucero	No	
	Elsa Caballero, Alternate	Yes	
Home of Guiding Hands	Todd Shaw	Yes	
	Edward Hershey, Alternate	No	
The Arc of San Diego	Anthony DeSalis	No	
	Matt Mauer, Alternate	No	
ElderHelp	Elizabeth Wagner	Yes	
	Nansi Kiwanuka, Alternate	Yes	
Standing Agency Members			
FACT (Seat A)	Budd Anderson	No	
	Arun Prem	Yes	
FACT (Seat B)	Chair Meagan Schmidt	Yes	
MTS Fixed Route	Vassilena Lerinska	No	
MTS Paratransit	Vice Chair Jay Washburn	Yes	
NCTD Fixed Route	Katie Persons	No	
NCTD Paratransit	Robert Gebo	Yes	
Other Attendees			
Adrianna Travelers Aid	Katie Arioli		
Carlos (Interpreter)	Kimberly Peterson		
Catherine Thbaudt	Samantha Lesli		
Cynthia	Suhasini Natarajan		
Danielle Kochman	Leonardo Fewell		
Don Murphy	Liz Santucci		
Ethel Miranda	Matthew Cox		
Hannah Ingersoll			
SANDAG Staff			
Allison Woodworth	Kendall Reynolds		
Arthur Tovar	Linda Cimmino		
Ashley Wiley	Tim Hornyak		
Brian Lane	Zaccary Bradt		

January 18, 2022

Action: **Discussion**

Upcoming Calls for Projects for SANDAG Specialized Transportation Programs

Introduction

SANDAG administers multiple grant programs related to the provision of specialized transportation services in the region. The SANDAG Specialized Transportation Grant Program (STGP) funds projects and programs in the San Diego region that expand mobility options for seniors and individuals with disabilities, whose needs cannot be met by conventional transit or paratransit services. The STGP is composed of the Federal Transit Administration Section 5310 Program (Section 5310) and the TransNet Senior Mini-Grant Program (SMG). The STGP is a competitive grant program and funds are allocated approximately every two years through a competitive process known as a call for projects. Further information on the STGP, including its funding sources and eligible applicants and projects, can be found in Attachment 1 and on the STGP webpage (sandag.org/stgp).

Additionally, TNC Access for All (AFA) is a new state-funded program to be administered by SANDAG for the San Diego region. The AFA program was established in 2018 by Senate Bill 1376 and seeks to expand and improve on-demand wheelchair-accessible vehicle service. The AFA is funded through a ten cent Access Fee levied by the California Public Utilities Commission and collected on each trip provided by a Transportation Network Company (TNC). More information on the AFA program administered by SANDAG will be provided on a forthcoming AFA webpage on SANDAG's website.

Staff seeks to not only apprise the SSTAC of these grant programs and upcoming calls for projects (see Attachment 2), but also invite input from the SSTAC and other specialized transportation stakeholders on the development of the STGP Cycle 12 Call for Projects and TNC Access for All Cycle 1 Call for Projects.

Discussion

As a result of the STGP Cycle 11 Call for Projects, there were fewer requests for Section 5310 funds than available funding. Thus, SANDAG anticipates releasing a Cycle 11 Supplemental Call for Projects this month, making \$200,000 in Section 5310 funding available. Proposed projects will be evaluated according to the STGP Cycle 11 Eligibility and Evaluation Criteria as shown in Attachment 3.

SANDAG is also in the beginning stages of developing the STGP Cycle 12 Call for Projects, which is anticipated to be released in July 2022. Though this much larger call for projects, SANDAG could make as much as approximately \$8 million in Section 5310 and SMG funds available. Staff is also developing the first call for projects for the AFA program and will distribute approximately \$2.5 million to access providers. The call for projects will be released this spring and services will commence on July 1, 2022.

To prepare for the release of these calls for projects, SANDAG welcomes input from the SSTAC and other specialized transportation stakeholders on regional specialized transportation needs, potential revisions to the STGP Cycle 11 Eligibility and Evaluation Criteria, and possible improvements to SANDAG's administration of the STGP. Input received by February 11, 2022, will help to inform the initial development of the STGP Cycle 12 and TNC Access for All Cycle 1 Calls for Projects.

Next Steps

Staff will take comments received by the SSTAC into consideration when developing the STGP Cycle 12 and AFA Cycle 1 Calls for Projects. The SSTAC and other specialized transportation stakeholders can participate and provide input in various ways, including:

- Completing the SANDAG Specialized Transportation Outreach Survey, which will be available on the [STGP webpage](#)
- Emailing comments to grantsdistribution@sandag.org
- Mailing comments to SANDAG (401 B Street, San Diego, Suite 800, San Diego, CA 92101)
- Emailing grantsdistribution@sandag.org to be added to the SANDAG specialized transportation contact list
- Attending SANDAG Policy Advisory Committees where evaluation criteria and program requirements are presented
- Checking the STGP and forthcoming AFA webpages for updates

Additionally, prospective applicants are encouraged to register their organizations in the SANDAG web-based vendor portal BidNet Direct, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. More information on BidNet Direct is available at sandag.org/grants.

Staff anticipates compiling initial input received and presenting an update to the SSTAC at its next scheduled meeting.

Key Staff Contacts: Zachary Rivera, (619) 699-4892, zachary.rivera@sandag.org
Benjamin Gembler, (619) 849-6767, benjamin.gembler@sandag.org

Attachments: 1. STGP Factsheet
2. Specialized Transportation: Summary of Upcoming SANDAG Calls for Projects
3. STGP Cycle 11 Eligibility and Evaluation Criteria

SPECIALIZED TRANSPORTATION GRANT PROGRAM

FACT SHEET



Specialized Transportation Grant Program

- » Nearly \$22 million in Senior Mini-Grant funds have supported 90 San Diego County projects since 2009.
- » Nearly \$15 million in FTA Section 5310 funds have supported more than 160 specialized transportation projects since 2015.
- » Transportation projects funded through the Specialized Transportation Grant Program provided over 400,000 one-way passenger trips each year in 2019 and 2020.

Request a ride by calling Facilitating Access to Coordinated Transportation (FACT) at (888) 924-3228 or visit factsd.org

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Overview

The Specialized Transportation Grant Program (STGP) funds local agencies and nonprofit organizations to provide specialized transportation services for seniors and individuals with disabilities. The STGP is crucial in meeting the increasing mobility needs of seniors and individuals with disabilities. In the San Diego region, senior mobility needs are expected to increase as the population aged 60 and older is projected to increase to approximately 1.1 million people by 2050. While fixed route and paratransit services continue to be an option for the region's needs, transit is not always available or appropriate for each passenger. The program has two funding sources: *TransNet* and Federal Transit Administration Section 5310. *TransNet*, the regional half-cent sales measure for transportation projects, funds specialized transportation services for seniors aged 60 and older through the Senior Mini-Grant program. The Federal Transit Administration apportions funds made available under the FAST Act called Section 5310: Enhanced Mobility for Seniors and Individuals with Disabilities.

The Competitive Grant Application Process

Every two years, approximately \$7 million in Senior Mini-Grant and Section 5310 funds are distributed through a competitive grant process. Eligible applicants submit project applications and a committee composed of non-applicant agency representatives and expert community members reviews, scores, and ranks the applications. A list of projects recommended for funding is presented to the SANDAG Transportation Committee and Board of Directors for final approval.



**These images were photographed before COVID-19.*

Eligible Projects

The STGP grants fund innovative and flexible programs that support the transportation needs of seniors and individuals with disabilities. Grant funding supports capital, operating, and mobility management projects. SANDAG requires that grant-funded projects address a very high or high priority described in the Coordinated Plan (sandag.org/coordinatedplan). The Coordinated Plan identifies transportation needs of seniors, individuals with mobility impairments, and other transportation disadvantaged populations; provides strategies for meeting those needs; and prioritizes transportation services for funding and implementation.

(Continued on reverse)



Eligible Applicants:

- » Local government agencies
- » Tribal governments
- » Social services agencies
- » Private and public operators of public transportation
- » Nonprofit organizations
- » Consolidated Transportation Services Agency (CTSA)

Eligible Projects Include:

- » Vehicle purchase
- » Shuttle programs
- » Volunteer driving programs
- » Centralized ride scheduling and dispatching
- » Training programs to encourage regular use of public transit
- » Specialized transportation information and referral services

Cost-Sharing Requirements

Senior Mini-Grant	80 percent (80% grant/20% match) of operating and mobility management projects
Section 5310	80 percent (80% grant/20% match) of capital and mobility management projects and up to 50 percent of operating projects

Program Requirements

Applicants may request funding amounts between \$30,000 and \$250,000 per project. Seniors and individuals with disabilities are given priority to use transportation services funded through STGP, but no more than 20 percent of the trips provided may be to riders who are not older than 60 or have mobility impairments.

Projects are funded on a reimbursement basis, with grantees required to submit backup documentation along with progress reports. Grantee performance is monitored through data collection and site visits and reported on a quarterly basis to the SANDAG Transportation Committee.

Further Reference

For more information on STGP, visit sandag.org/stgp.

Contact Information

Contact Zachary Rivera, SANDAG Business Analyst I, at (619) 699-4892 or Zachary.Rivera@sandag.org or Aly Neumann, Grants Analyst II at (619) 744-5890 or Aly.Neumann@sandag.org.

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Specialized Transportation: Summary of Upcoming SANDAG Calls for Projects (CFPs)

Attachment 2

	Specialized Transportation Grant Program		TNC Access For All Cycle 1 CFP
	Cycle 11 Supplemental CFP	Cycle 12 CFP	
Funding Source	FTA Section 5310 Program (Section 5310)	<ul style="list-style-type: none"> Section 5310 <i>TransNet</i> Senior Mini-Grant Program (SMG) 	TNC Access for All Program (CPUC)
Total Estimated Funding Available	\$200,000	Section 5310: \$5 million SMG: To be determined	Approx. \$2.5 million
Number of Years of Funding	2 years	2 years	1 year
Minimum Award	\$30,000	To be determined	To be determined
Maximum Award	\$200,000	To be determined	To be determined
Eligible Project Types	Traditional Projects: Capital (CAP) & Mobility Management (MM)	CAP, MM, Operating (OP)	CAP, Operating (OP), Mobility Management (MM)
Match Requirement	20%	Varies by project type and funding source	To be determined
Eligible Applicants	Traditional Section 5310 applicants, including nonprofit organizations and CTSA	<ul style="list-style-type: none"> Nonprofit organizations Local jurisdictions CTSA 	Transportation carriers that hold a Commission-issued permit or non-permitted carriers declaring compliance with requirements
Project Examples	<ul style="list-style-type: none"> Purchase of accessible vehicles (CAP) Travel training programs (MM) 	<ul style="list-style-type: none"> Purchase of accessible vehicles (CAP) Travel training programs (MM) Volunteer driver program (OP) 	<ul style="list-style-type: none"> Purchase of accessible vehicles (CAP) Marketing, Technology, Community Partnerships (OP)
Key Anticipated Dates/Timeframes	<ul style="list-style-type: none"> January 2022: Release of CFP April 2022: Applications deadline 6/17/22: Notice of Award November 2022: Grant Execution 	<ul style="list-style-type: none"> 7/1/22: Release of CFP 9/30/22: Applications deadline February 2023: Notice of Award July - October 2023: Grant Execution 	<p>In development</p> <p>7/1/2022 Services begin</p>
Program Webpage	sandag.org/stgp	sandag.org/stgpcycle12	To be developed

Program Goal, Objectives, and Eligibility Criteria

Goal
<p>Improve mobility for seniors and individuals with disabilities throughout the region by removing barriers to transportation services, expanding transportation mobility options, and providing transportation services that meet the special needs of seniors and individuals with disabilities.</p>
Objectives
<ul style="list-style-type: none"> • Fund projects that are derived from either the very-high priority or high priority strategies for addressing gaps in transportation service outlined in the Coordinated Plan • Fund innovative and flexible programs that provide transportation services specifically designed to meet the special needs of seniors and individuals with disabilities in the San Diego region and that strive for continual improvement as demonstrated by capacity building and increases in seniors and individuals with disabilities served • Provide incentives for the coordination among specialized transportation providers to create efficiencies in service delivery, reduce duplication of services, and address any gaps in service for seniors and individuals with disabilities • Encourage cost-efficient service provision through coordination, innovation, and the leveraging of matching funds
Eligibility Criteria
<ol style="list-style-type: none"> 1. Is the applicant an eligible applicant¹? 2. In the applicant's civil rights assurances, are adequate methods included for ensuring that the benefits of the project are distributed equitably amongst low-income and minority (LIM) and non-LIM population groups in its service area? 3. Will 80 percent of the riders be the target population²? 4. Is the total grant request per project between \$30,000 and \$250,000 per year and is the total grant amount requested by the applying agency equal to or less than \$600,000 per year? 5. Is the project derived from a Very High or High Priority strategy in the 2020 Coordinated Plan? <ul style="list-style-type: none"> • Maintain existing effective and efficient transportation services • Continue providing existing curb-to-curb, door-to-door (and door-through-door, when necessary) services for trips such as non-emergency medical transportation and grocery shopping in circumstances where paratransit is insufficient, inappropriate, or unavailable • Maintain assets in a state of good repair • Develop or expand transit or transportation solutions in areas with little or no other transportation options based on identified gaps • Develop or expand transit or transportation solutions in areas with sufficient densities to support specialized transportation or coordinated services based on identified gaps • Provide new curb-to-curb, door-to-door (and door-through-door, when necessary) services for trips such as nonemergency medical transportation and grocery shopping in circumstances where paratransit is insufficient, inappropriate, or unavailable Improve first-mile/last-mile strategies to better connect to transit • Increase work-based transit service hours of operation to assist nontraditional work schedules • Increase interagency coordination efforts to maximize existing capacity • Increase interagency coordination of resources • Implement interagency partnerships to secure funding • Increase the level of service on fixed-route services • Improve access to available services through coordination and enhanced customer service that connects riders to transit or specialized transportation services that most appropriately meets their needs

¹ Eligible applicants differ between the Senior Mini-Grant and Federal Transit Administration (FTA) Section 5310 programs and are listed on the next page.

² The target population for the Senior Mini-Grant program is seniors (defined as individuals age 60 and older). The target population for the FTA Section 5310 program is seniors (defined as individuals age 65 and older) and individuals with disabilities of any age.

- Develop public-private partnerships to provide innovative transportation solutions
- Provide educational resources to encourage more individuals to ride public transit
- Evaluate and upgrade transit stops and amenities where appropriate

Eligible Geography, Applicants, and Projects

	Senior Mini-Grant	Section 5310
Eligible Geography	Within San Diego County	Within the urbanized areas of San Diego County (as defined by the 2010 Census)
Eligible Applicants	<ul style="list-style-type: none"> • Local government agencies • Private and public operators of public transportation • Nonprofit organizations • Tribal governments • Social service agencies 	<p><i>Traditional Section 5310</i></p> <ul style="list-style-type: none"> • Private nonprofit organizations • State or local governmental authorities that: <ul style="list-style-type: none"> ○ Are approved by a state to coordinate services for seniors and individuals with disabilities ○ Certify that there are no nonprofit organizations readily available in the area to provide the service <p><i>Non-Traditional Section 5310</i></p> <ul style="list-style-type: none"> • Private nonprofit organizations • State or local governmental authorities • Operators of public transportation
Project Types	<ul style="list-style-type: none"> • Operating (OP) • Mobility Management (MM) • Capital (CAP) 	<ul style="list-style-type: none"> • Operating (OP) • Mobility Management (MM) • Capital (CAP)
Eligible Projects	<ul style="list-style-type: none"> • Senior shuttles • Travel training programs • Volunteer driver programs • Non-emergency medical transportation • Mobility management • The brokerage of multi-jurisdictional transportation services 	<p><i>Traditional Section 5310</i></p> <ul style="list-style-type: none"> • Vehicle procurement • Support equipment (e.g. computer hardware and software, transit-related intelligent transportation systems, and dispatch systems) • Contract transportation services • Mobility management and coordination programs <p><i>Non-Traditional Section 5310</i></p> <ul style="list-style-type: none"> • Volunteer driver programs • Shuttle, ridesharing and vanpooling programs • Non-emergency medical transportation • Transit travel training

Organization Application Evaluation Criteria

Organization Application Criteria		Points
A. Project Readiness and Technical Capacity		20
1.	How comprehensive are the applicant's proposed strategies to overcome unique challenges in providing transportation to their proposed and/or existing clients?	5
2.	Does the applicant demonstrate a commitment towards continuous improvement as evidenced by established or proposed policies, procedures, and/or strategies to build their own technical capacity and grow the program?	5
3.	To what extent does the applicant demonstrate project readiness in providing transportation services? Does the applicant have an established client base? Does the applicant have appropriate resources (dispatching and scheduling software, vehicles, etc. as applicable), staffing (volunteer drivers, telephone operators, etc. as applicable) and materials (marketing, in-take forms, etc.) to be able to deliver service?	5
4.	To what extent does the applicant demonstrate the technical capacity to manage a grant? Does the applicant have a fiscal management system, business practices, and/or other resources that will enable their organization to successfully manage a grant, if awarded, including required invoicing and reporting?	5
B. Coordination and Program Outreach		10
5.	To what extent does the project demonstrate coordination? If the applicant identifies an existing or proposed relationship with another agency, for coordination and/or the full or partial provision of transportation services, did the applicant attach one or more letters of support from the identified agency confirming the relationship?	5
6.	How comprehensive are the applicant's proposed strategies for marketing the project and promoting public awareness in both low income and minority areas as well as populations with limited English proficiency? Has the applicant established provisions that ensure the equitable distribution of services?	5
Organization Application Total Points		30

Project Proposal Evaluation Criteria

No.	Project Type	Project Proposal Criteria	Points		
			OP	MM	CAP
C. Goal and Objectives					
7.	ALL	How well does the proposed transportation project remove barriers to transportation and expand transportation mobility options for seniors and individuals with disabilities?	5	5	5
8.	ALL	How well does the proposed transportation service(s) meet the special transportation needs of the target population and increase access to facilities, services, and activities that contribute to the target population's well-being and quality of life (including, but not limited to, healthcare; grocery shopping; nutrition programs; and social, recreational, civic, and religious activities)?	5	5	5
D. Operational/Implementation Plan					
9.	Operating (OP)/ Mobility Mgmt. (MM)	How thorough is the implementation plan? Does the proposal include project tasks, staffing and resources used in implementation? Does the implementation plan seem feasible?	5	5	N/A
10.	OP/MM	Does the applicant have an effective method for managing current demand? Does the applicant have a strategy or plans to meet future demand?	5	5	N/A
9.	CAP (Capital)	How thorough is the operational plan? Does the proposal provide detail on the transportation service to be provided by grant-funded vehicles and describe day-to-day operations, including dispatching and scheduling?	N/A	N/A	5
10.	CAP	How thorough is the applicant's procedures for preventative and routine vehicle maintenance, driver training, and other safety measures?	N/A	N/A	5
E. Cost-Efficiency and Program Effectiveness					
11.	ALL	Is the proposed cost per one-way passenger trip reasonable given the service being provided?	5	5	5
12.	ALL	How comprehensive are the applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the project's efficiency, and steps to achieve greater efficiencies?	5	5	5
13.	ALL	How comprehensive are the applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the project's effectiveness in providing appropriate transportation to the target population, and steps to be taken if original goals are not achieved?	5	5	5
F. Operational Sustainability					
14.	ALL	Has the applicant demonstrated an effort to raise and diversify funding as evidence by fundraisers, expansion of donor base, the pursuit of grant funding outside those distributed by SANDAG, cooperative agreements, and other fundraising efforts?	5	5	5
15.	ALL	Has the applicant secured matching funds? To what extent is the source of local share stable? (Note: Grant funding through SANDAG's Specialized Transportation Grant Program is not guaranteed.)	5	5	5
G. Innovation					
16.	ALL	Does the project exhibit flexibility in responding to the special and changing transportation needs of the target population? Does the project include creative solutions or innovations that could be applied to other services in the region?	5	5	5
17.	ALL	Are there elements of the project that are environmentally sustainable (including grouping trips and the use of alternative fuels or clean air vehicles)?	5	5	5

No.	Project Type	Project Proposal Criteria	Points		
			OP	MM	CAP
H. Performance Indicators					
18.	OP	<div><div><div><div><div><u>Proposed Cost per One-Way Passenger Trip</u></div><div>\$9.55 or less</div></div><div><div>\$9.56 - \$19.09</div><div>\$19.10 - \$28.64</div><div>\$28.65 - \$38.18</div><div>\$38.19 - \$47.73</div><div>\$47.74 or more</div></div><div><div>Points</div><div>5</div><div>4</div><div>3</div><div>2</div><div>1</div><div>0</div></div></div></div></div> <div>5</div> <div>N/A</div> <div>N/A</div>			
19.	OP	<div><div><div><div><div><u>Proposed Cost per Service Hour</u></div><div>\$18.60 or less</div></div><div><div>\$18.61 - \$37.20</div><div>\$37.21 - \$55.81</div><div>\$55.82 - \$74.41</div><div>\$74.42 - \$93.01</div><div>\$93.02 or more</div></div><div><div>Points</div><div>5</div><div>4</div><div>3</div><div>2</div><div>1</div><div>0</div></div></div></div></div> <div>5</div> <div>N/A</div> <div>N/A</div>			
20.	OP/CAP	<div><div><div><div><div><u>Is the project’s proposed seat utilization rate reasonable given the service proposed and the need for physical distancing due to COVID-19? Despite potential constraints due to COVID-19, does the applicant demonstrate efforts and exhibit strategies to improve the proposed project’s seat utilization rate over time?</u></div></div></div></div></div> <div>5</div> <div>N/A</div> <div>5</div>			
19.	CAP	<div><div><div><div><div><u>Proposed Service Hours/Week</u></div><div>Over 35 hours per week</div></div><div><div>31 to 34</div><div>27 to 30</div><div>23 to 26</div><div>20 to 22</div><div>0 to 19 hours per week</div></div><div><div>Points</div><div>5</div><div>4</div><div>3</div><div>2</div><div>1</div><div>0</div></div></div></div></div> <div>N/A</div> <div>N/A</div> <div>5</div>			
18.	MM	<div><div><div><div><div>How appropriate are the applicant's proposed performance indicators in evaluating the effectiveness of the proposed project? Does the applicant describe measurable outcomes?</div></div></div></div></div> <div>N/A</div> <div>5</div> <div>N/A</div>			
19.	MM	<div><div><div><div><div>How effective are the applicant's proposed methodologies for ongoing monitoring and evaluation of the project?</div></div></div></div></div> <div>N/A</div> <div>5</div> <div>5</div>			
18.	CAP				
20.	MM	<div><div><div><div><div>How effective are the applicant's proposed corrective actions to be taken if original goals are not achieved?</div></div></div></div></div> <div>N/A</div> <div>5</div> <div>N/A</div>			
Project Proposal Total Points			70	70	70
Organization Application + Project Proposal Total Points			100	100	100

Past Performance Adjustment

Past Performance Adjustment	
<p>If the applicant has held a specialized transportation grant from SANDAG in the past three years, their performance in operating and managing the most recent 12-month period of those grants will be used to determine if an adjustment (-10% to 2%) to the total score is appropriate. No adjustments will be made for applicants who have not had an active grant in the past three years.</p> <p>SANDAG staff uses the Monitoring Checklist, which includes the three indicators below, to determine the past performance adjustment. The first two indicators will receive a score ranging from -2.5% to + 5%. The last indicator, project management, will receive a score ranging from (-5% to +1%). For those applicants with more than one existing grant of varying project types, an average of the performance indicator scores will be used by project type weighted by the full cost of each project. For example, if an applicant has two mobility management and three operating projects, the applicant would receive two past performance adjustment scores: the first, an average of the two performance criteria scores for the mobility management projects, and the second, an average of the three performance criteria scores for the operating projects. If an applicant has two projects within the same project type with different full costs, then the average of the scores would be weighted based on the projects' full costs (grant award plus minimum match required). For example, if the full costs of an applicant's two existing, operating projects are \$400,000 and \$100,000, respectively, then 80% of the score will be calculated from the applicant's first project and 20% from the second. If an organization applies for funding for a project type for which it does not have an existing grant, then no past performance adjustment will be applied. For example, if an applicant has an existing operating project, but only applies for funding for a mobility management project, then a past performance adjustment would not be applied from the operating project to the proposed mobility management project.</p>	
1.	<p>Cost per unit of service delivered (The unit of service to be delivered by a project is identified in the project scope of work. A unit of service can be one-way passenger trips, web hits, or referrals, etc.)*</p> <p>More than 10 % under proposed cost per unit (+.5%) Within 10% (+/-) of proposed cost per unit (0%) 10 – 15 % over proposed cost per unit (-.5%) 15 – 20% over proposed cost per unit (-1.0%) 20 – 25% over proposed cost per unit (-1.5%) 25 – 30% over proposed cost per unit (-2.0%) 30% or more over proposed cost per unit (-2.5%)</p> <p>*For projects performed during the COVID-19 pandemic, staff would measure cost per unit of service delivered between March 1, 2019 to February 29, 2020 in comparison to the proportional cost per unit for that period identified in the project scope of work. No past performance adjustment would be applied for projects that started on or after March 1, 2020 due to the stay-at-home order.</p>
2.	<p>Number of units of service delivered*</p> <p>More than 10 % over proposed number of units of service (+.5%) Within 10% (+/-) of proposed number of units of service (0%) 10 – 15 % under proposed number of units of service (-.5%) 15 – 20% under proposed number of units of service (-1.0%) 20 – 25% under proposed number of units of service (-1.5%) 25 – 30% under proposed number of units of service (-2.0%) 30% or more under proposed number of units of service (-2.5%)</p>
3.	<p>* For projects performed during the COVID-19 pandemic, staff would measure the number of units delivered between March 1, 2019 to February 29, 2020 in comparison to the proportion of units delivered for that period identified in the project scope of work. No past performance adjustment would be applied for projects that started on or after March 1, 2020 due to the stay-at-home order. Project Management – How well did the grantee manage their project? (-5% to +1 %)</p>

Project Management will be evaluated based on SANDAG's observations of the grantees operation and management including, but not limited to, the following:

- Scope of Performance
- Project Management
- Insurance
- Cost Principles/Financial management
- Records
- Project schedule
- Invoicing and Reporting
- Title VI and ADA Compliance
- Outreach