



# Specialized Transportation Grant Program Cycle 12 Call for Projects: Program Goal, Objectives, and Evaluation Criteria

## Program Goal

To improve mobility for older adults and individuals with disabilities by delivering effective, equitable, environmentally responsible, and coordinated transportation solutions that use public funds wisely to address existing gaps in specialized transportation service.

## Objectives

- To fund organizations that have the requisite financial, technical, and managerial capacity to implement cost-effective, innovative, and successful specialized transportation services
- To apply a social equity lens to ensure that specialized transportation projects benefit those who need them the most
- To promote healthier air and reduce greenhouse gas emissions region-wide
- To encourage coordination among specialized transportation providers that reduces duplicative services, enhances efficient service, and expands ridership

## Evaluation Criteria Summary

No.	Criteria	Points Possible
1.	Applicant Capacity and Experience for Proposed Service	15
2.	Operational/Implementation Plan	20
3.	Stewardship of Public Funds and Assets	15
4.	Need and Equity	15
5.	Coordination	10
6.	Environmental Responsibility	5
7.	Proposed Performance	10
8.	Performance Monitoring, Reporting, and Outcomes	10
<b>Total</b>		<b>100</b>

# Evaluation Criteria Details

No.	Criteria	Points Possible
<b>1. Applicant Capacity and Experience for Proposed Service</b>		
A.	<ul style="list-style-type: none"> <li>Extent to which the Applicant has experience in successfully managing grant-funded projects for transportation and/or other services benefiting the Target Population<sup>1</sup></li> <li>Extent to which the Applicant has received any audit findings or a Notice to Complete a Corrective Action Plan or similar notice for performance or compliance deficiencies within the past three years, and if so, the ability of the Applicant to remedy such issues in a timely manner</li> </ul>	5
B.	Extent to which the Applicant demonstrates its fiscal stability, including the ability to maintain the proposed grant-funded service throughout the grant term	5
C.	Extent to which the Applicant demonstrates its technical capacity for implementing the proposed STGP-funded service, including, but not limited to, sufficient staffing resources; data management and tracking capabilities; policies and procedures for ethics, third-party contracting, internal controls, financial management, and allowability of costs	5
<b>2. Operational/Implementation Plan</b>		
A.	<p>The thoroughness of an Applicant’s plan to effectively deliver the proposed service, which may include the following elements:</p> <ul style="list-style-type: none"> <li>A description of the project design that incorporates innovative concepts to provide cost-effective service</li> <li>A description of key personnel and their qualifications, and any identified third-party contractors who would implement the proposed service</li> <li>A description of the technology to be used in scheduling/dispatching trips or delivering mobility management activities</li> <li>A description of the safety protocols the Applicant would implement to protect passengers, drivers, and project property</li> </ul>	20

<sup>1</sup>For the Section 5310 program, the Target Population is both older adults (age 65 and older) and individuals with disabilities. For the Senior Mini-Grant program, the Target Population is individuals who are age 60 and older.

No.	Criteria	Points Possible
<b>3. Stewardship of Public Funds and Assets</b>		
A.	<p>Mobility Management, Operating, and Contract Transportation Service Projects:</p> <ul style="list-style-type: none"> <li>The extent to which the proposed budget demonstrates stewardship of public funds such that only necessary and reasonable expenses are proposed, and matching funds have been secured</li> <li>The extent to which the proposed budget contains a budget narrative that thoroughly explains how proposed expenses were derived</li> <li>The extent to which the proposed budget is consistent with the proposed tasks, activities, and deliverables contained in the project scope of work</li> </ul> <p>Vehicle and Other Equipment Projects:</p> <ul style="list-style-type: none"> <li>The extent to which the Applicant demonstrates that the proposed purchase of project property is a cost-effective use of public funds for the type of service proposed</li> <li>The degree to which the Applicant would use the proposed Project Property to the maximum extent possible to meet the specialized transportation needs of the Target Population through the duration of the Project Property's useful life</li> <li>The extent to which matching funds have been secured and would be available to the Applicant through the Project Property procurement process</li> <li>The robustness of the procedures the Applicant would employ to safeguard Project Property and mitigate the risk of loss, theft, or abuse</li> </ul>	15
<b>4. Need and Equity</b>		
A.	Percentage of those served by the proposed service that are members of the Target Population	Less than 80% = 0 pts 80-84% = 1 pt 85-89% = 2 pts 90-94% = 3 pts 95-99% = 4 pts 100% = 5 pts
B.	The extent to which the Applicant establishes one or more specialized transportation needs that the proposed service will address through the duration of the proposed service	2

No.	Criteria	Points Possible
C.	The extent to which a social equity lens is applied to ensure that the proposed service benefits those in the Target Population that need it the most, including historically underserved populations such as low-income people, people of color, and federally recognized Native American tribes	5
D.	The extent to which the Applicant has a thorough strategy to ensure that cultural and linguistic competence is infused in the Applicant's policies, procedures, and practices, and is responsive to diverse populations, including individuals with limited English proficiency	3
<b>5. Coordination</b>		
A.	The extent to which the Applicant demonstrates coordination and leverages partnerships with other agencies in the proposed service area to address gaps not met by existing specialized transportation services, avoid duplicative services, and enhance service delivery	10
<b>6. Environmental Responsibility</b>		
A.	The degree to which the proposed service promotes healthier air and reduces greenhouse gas emissions through mechanisms such as clean air vehicles, efficient routing and scheduling, or dissemination of information about environmentally responsible transportation options available in the region	5
<b>7. Proposed Performance</b>		
A.	<p>All Services:</p> <ul style="list-style-type: none"> <li>Proposed Minimum Service Hours per Week</li> </ul>	<p>0-19 hrs = 0 pts  20-24 hrs = 1 pt  25-29 hrs = 2 pts  30-34 hrs = 3 pts  35-39 hrs = 4 pts  40+ hrs = 5 pts</p>
B.	<p>Operating and Contract Transportation Services:</p> <ul style="list-style-type: none"> <li>Cost per One-Way Passenger Trip (OWPT)</li> </ul>	<p>\$122.10+ = 0 pts  \$97.68 - 122.09 = 1 pt  \$73.26 - 97.67 = 2 pts  \$48.84 - 73.25 = 3 pts  \$24.43 - 48.83 = 4 pts  \$24.42 or less = 5 pts</p>
C.	<p>Mobility Management Services and Vehicle and Other Equipment Projects:</p> <ul style="list-style-type: none"> <li>The extent to which the Applicant provides clear, appropriate, and quantifiable measures to evaluate the cost-effectiveness and overall effectiveness of the proposed service</li> </ul>	5

No.	Criteria	Points Possible
<b>8. Performance Monitoring, Reporting, and Outcomes</b>		
A.	The robustness of the Applicant's plan to monitor the proposed service's performance, track client data, and strive for continuous improvement	3
B.	The robustness of the Applicant's system to receive input from project beneficiaries through client surveys or other methods, and use this input to inform changes to service delivery	2
C.	The extent to which the design of the proposed service allows the Applicant to measure outcomes, demonstrate impact, and advance the STGP goal and objectives	5
<b>Total</b>		<b>100</b>

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