



# Access for All Grant Program

Call for Projects – Cycle 2

## Program Website

[SANDAG - Access for All Grant Program](#)

## Program Contact

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## Available Funding

\$2,337,633

## Eligible Applicants

Eligible Applicants must directly provide, or contract with a separate organization or entity to provide, on-demand WAV transportation in the County of San Diego to meet the needs of persons with disabilities. Eligible applicants are:

- Transportation carrier(s) that hold a Commission-issued permit prior to applying
- Non-permitted transportation carrier(s) if the Applicant provides specific documentation as noted in this Call for Projects (CFP)
- A Transportation Network Company (TNC) that has completed at least one WAV trip that originated in San Diego County under certain conditions
- A TNC that has not provided WAV service in San Diego County since July 1, 2019

## Overview

### Program Description

The SANDAG Access for All Grant Program (AFA) funds projects and programs in the San Diego region that expand on-demand Wheelchair Accessible Vehicle (WAV) options for individuals with disabilities whose needs cannot be met by conventional transit or paratransit services.

### Funding Source

California Public Utilities Commission (CPUC)

**Fiscal Years of Funding:** State Fiscal Years 2022-2024

## Eligible Expenses

Eligible expenses must be directly related to the execution of the Project Scope of Work proposed in the application and finalized in the executed grant agreement. SANDAG will only reimburse costs that were actually incurred for the project after the Notice to Proceed has been issued, and only up to the amount awarded in the grant agreement. In the event of project cost overruns, SANDAG will not pay more than the original amount specified in the grant agreement.

A qualifying expense for an Access Provider is:

- a reasonable, legitimate cost that improves WAV service, and
- on the list of eligible WAV expenses provided by the CPUC

## Timeline

Activity	Date
Release of the Call for Projects	3/16/2024
Prospective Applicant Webinar	4/9/2024
Deadline to request language assistance (by 5 p.m. Pacific Time)	5/14/2024
Deadline to ask Call for Projects Questions (by 5 p.m. Pacific Time)	5/31/2024
Deadline to request application assistance (by 5 p.m. Pacific Time)	5/31/2024
Responses to all questions released in BidNet	6/7/2024
Application Deadline (by 5 p.m. Pacific Time)	6/14/2024
Notice of Intent to Award	9/20/2024
Notice of Award (SANDAG Board Approval)	9/27/2024
Grant Execution/Notice to Proceed Issued	11/27/2024

## Attachments

- Access for All Program - Application
- Access for All Program - Sample Agreement
- Access for All Program - Sample Resolution
- Access for All Program – Project Scope of Work Template
- Access for All Program – Project Budget Template



Free Language Assistance | Ayuda gratuita con el idioma | Libreng Tulong sa Wika | Hỗ trợ ngôn ngữ miễn phí  
免費語言協助 | 免費語言協助 | مساعدة ترجمة مجانية | 무료 언어 지원 | کمک زبان رایگان | 無料の言語支援 | Бесплатная языковая помощь  
Assistència lingüística gratuïta | मुफ्त भाषा सहायता | Assistance linguistique gratuite | ជំនួយភាសាឥតគិតថ្លៃ | ఉచిత భాషా సహాయం  
ການຊ່ວຍເຫຼືອດ້ານພາສາຟຣີ | Kaalmada Luqadda ee Bilaashka ah | Безкоштовна мовна допомога

[sandag.org/LanguageAssistance](http://sandag.org/LanguageAssistance) | (619) 699-1900

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## I. Glossary of Key Terms

**Access for All (AFA)** refers to the TNC Access for All Program, created by the California Public Utilities Commission (CPUC) to implement [Senate Bill \(SB\) 1376](#) or the Access for All Act (Hill: 2018). In this Call for Projects, AFA also refers to the SANDAG Access for All Program.

**Access Provider** means an organization or entity that directly provides, or contracts with a separate organization or entity to provide, On-Demand Transportation to meet the needs of persons with disabilities, as defined in Public Utilities Code Section 5431.5(a).

**Applicant** is an organization that is considering or has submitted an application in response to a Call for Projects.

**California Public Utilities Commission (CPUC)** is a regulatory agency that regulates privately owned public utilities in the state of California, including TNCs. The CPUC was required to establish a program relating to accessibility for persons with disabilities as part of its regulation of TNCs under the implementation of SB 1376.

**Cost Efficiency** is a way of saving money or spending less money while still producing the desired results

**Direct Cost** is an expense that can be identified specifically with a particular final cost objective, such as the AFA grant. Direct costs are typically expenses that will not occur if the grant is not awarded to the Applicant.

**Grant Term** is the total time interval between the start of an awarded project that has received a Notice to Proceed, and the project's planned end date as specified in the Grant Agreement or, if applicable, and amendment to the Grant Agreement. During this period, expenses for project-related activities can be incurred to be eligible for reimbursement (also known as Period of Performance).

**Grantee** is an organization that has been awarded funding through the Access for All Grant Program and has entered into a grant agreement with SANDAG.

**Indirect Cost** is an expense incurred for a common or joint purpose benefiting more than one grant-funded project that cannot be readily assigned to a specific grant, contract, or other activity, without effort disproportionate to the results achieved. Typical indirect costs include the costs of heat, air conditioning, lighting, payroll, and the accounting system. Administrative costs such as clerical and support staff salaries are also most often treated as indirect costs.

**Innovation** is an original project idea, method, or device, including a creative change made to or proposed for an existing project.

**Local Access Fund Administrator (LAFA)** is the public agency selected by the CPUC to conduct the annual competitive process (Call for Projects) and who administers the Access for All grant program in the region. SANDAG has been the LAFA for San Diego County since the program's inception.

**Matching Funds** refers to the amount of funding other than the grant award that goes towards the Net Project Cost.

**Net Project Cost** is calculated as the Total Project Cost less any revenue generated through the project.

**Notice to Proceed** is the written authorization SANDAG issues to a Grantee after a Grant Agreement has been executed to allow for a project to begin. The Notice to Proceed includes the date the Grantee can incur expenses that may be eligible for reimbursement.

**On-Demand Transportation** means a transportation service that does not follow a fixed route or schedule and the provider can fulfill trip requests within twelve hours.

**Project Readiness** is how prepared a project is to start service once a Notice to Proceed has been issued.

**Response Time for On-demand Trips** is the elapsed time between when a trip is requested and when the vehicle arrived at the requested pick-up location.

**Response Time for Pre-Scheduled Trips** is the elapsed time between the passenger's scheduled pickup time and when the vehicle arrived at the requested pick-up location. If the vehicle arrives before the passenger's scheduled pickup time, the response time shall be "0".

**Senate Bill (SB) 1376** is the legislation which created the Access for All program statewide.

**Social Equity Lens** is looking at an issue with an emphasis on ensuring equal access to underrepresented or disadvantaged communities.

**Specialized Transportation** means a broad range of transportation-related services to improve mobility for older adults and individuals with disabilities when fixed-route public transit is insufficient, unavailable, or inappropriate.

**Technical Capacity** is the ability to complete a project's Scope of Work using existing and anticipated resources.

**Total Project Cost** is calculated as the sum of the grant award and any Matching Funds.

**Transportation Network Company (TNC)** is an organization, whether a corporation, partnership, sole proprietor, or other form, operating in California that provides prearranged transportation services for compensation using an online-enabled platform to connect passengers with drivers using their personal vehicles.

**Wheelchair-Accessible Vehicle (WAV)** means a vehicle equipped with a ramp or lift capable of transporting non-folding motorized wheelchairs, mobility scooters, or other mobility devices, as defined in Public Utilities Code Section 5431.

## II. List of Resources

Below is a list of resources referenced in or related to this Call for Projects and a description of how to use these resources.

Resource/Links	What to do?
<a href="#">BidNet Direct</a>	Access the Call for Project materials, submit and receive responses to questions, receive any updates to the Call for Projects, and submit completed application(s) for consideration
<a href="#">CPUC AFA Program Access Provider Webpage</a>	Information on eligible Access Provider Applicants, reporting templates, and the approved Local Access Fund Administrators (LAFAs) in California.
<a href="#">CPUC SB 1376 Webpage</a>	Learn how the CPUC is implementing the TNC Access for All Act, including CPUC Rulemaking 19-02-012 and the resulting Commission Decisions.
<a href="#">Language Assistance</a>	Information about how SANDAG provides language assistance to people with Limited English Proficiency.
<a href="#">SANDAG - Access for All Grant Program Webpage</a>	Access general information about the AFA Cycle 2 Call for Projects.
<a href="#">SANDAG Board Policy No. 035</a>	Review the Board Policy that governs SANDAG's Competitive Grant Programs. An overview is provided in this Call for Projects.
<a href="#">SANDAG - Grant Programs Webpage</a>	Explore SANDAG's grant programs, review grant project progress reports, access documents applicable across all grant programs such as the Grant Program Protest Procedures, and how to register your organization on BidNet Direct.

## III. Background

### A. About SANDAG

The San Diego Association of Governments (SANDAG) is the primary public planning, transportation, and research agency for the San Diego region, which consists of the 18 cities and County of San Diego. SANDAG serves as the public forum for regional policy decisions about growth, transportation, environmental management, housing, open space, energy, public safety, and binational collaboration.

SANDAG's **vision** is to pursue a brighter future for all people living, working, or recreating in the San Diego region. To this end, SANDAG plans and implements projects that seek to use

land more wisely, build a more efficient and accessible transportation system, protect the environment, improve public health, promote a strong regional economy, better manage our access to energy, incorporate equity into the planning process, address pressing needs on tribal lands, and support a vibrant international border.

SANDAG receives local, state, and federal funds to implement regional policies, programs, and projects that advance its vision. SANDAG passes through a portion of the funding it receives through several [competitive grant programs](#). These grant programs provide local, state, and federal funding to local jurisdictions, nonprofits, and other partners to accomplish regional goals at the local level. Awarded grants range from infrastructure projects to habitat management and monitoring efforts to Specialized Transportation services for senior and disabled populations. While each individual grant program maintains a particular focus, all work together to enhance our region's quality of life.

## B. Access for All Grant Program

### 1. Overview

In 2018, the passage of California Senate Bill 1376 directed the California Public Utilities Commission (CPUC) to develop the Access for All Program and create regulations around accessibility for persons with disabilities in On-Demand Transportation services, including wheelchair users who need a Wheelchair-Accessible Vehicle (WAV). The Access for All Program provides two different ways to meet the statute's goal of expanding and improving on-demand WAV transportation service in California; (1) through TNC investments and (2) through Local Access Fund Administrators (LAFAs).

When a TNC trip is provided, a \$0.10 fee is collected and deposited in the CPUC's Access Fund. TNCs can invest Access Fund revenue to expand or improve on-demand WAV service in each county or geographic area. In return, they can file offset requests on a quarterly basis with the CPUC. The Commission sets aside the remaining monies not claimed by TNCs in the offset process for distribution by LAFAs.

On June 24, 2022, SANDAG was designated as the LAFA for San Diego County for Fiscal Year 2022/2023. In this second Cycle of the program, SANDAG remains the designated LAFA for San Diego County and is issuing a Call for Projects (CFP) to solicit applications from interested entities to grow WAV services in the region.

### 2. Goal and Objectives

The goal of the San Diego AFA Program is to improve on-demand mobility for individuals with disabilities, including wheelchair users needing a WAV in the region, by meeting their range of accessibility needs, expanding service options, and removing existing barriers so that WAV service is equivalent to non-WAV service.

#### Objectives:

- To fund innovative, flexible, and data-driven projects that improve WAV presence, availability, and Response Times.
- To fund projects that provide transportation services specifically designed to meet the unique and diverse needs of individuals with disabilities in the San Diego region and strive for continual improvement as demonstrated by capacity building and increases in individuals with disabilities served.



- To encourage partnerships and coordination of services among Specialized Transportation providers of varying sizes, experience, and capacities to create efficiencies in service delivery, reduce service duplication, and address gaps in WAV service for individuals with disabilities.
- To encourage cost-efficient successful WAV service through coordination, Innovation, and leveraging of Matching Funds.
- To publicize and promote on-demand WAV transportation with the disability community.
- To apply a Social Equity Lens to ensure that on-demand WAV projects create the most benefit for those with greatest need.
- To encourage the reduction of greenhouse gas emissions region-wide.
- To involve the disability community in the development and decision-making process in a deliberate way, including promoting the formation of programs driven and initiated by the disability community.

## IV. Eligibility

### A. Eligible Applicants and Projects

#### 1. Eligible Applicants

Eligible Applicants must directly provide, or contract with a separate organization or entity to provide on-demand WAV transportation in the County of San Diego to meet the needs of persons with disabilities. Service supported by AFA funding must be provided solely within San Diego County and is not required to be countywide service.

- Transportation carrier(s) that hold a Commission-issued permit prior to applying.
- A non-permitted transportation carrier if the Applicant provides documentation that demonstrates the following requirements:
  - Background checks: Carriers must perform background checks that meet or exceed what is required of TNCs under the [TNC Applications Form](#)
  - Insurance: Carriers must have levels of insurance equivalent to or higher than to what is required of charter-party carriers under [General Order 115](#)
  - Controlled substance and alcohol testing: Carriers must be enrolled in a controlled substance and alcohol testing program.
  - Secretary of State registration: Carriers must have their articles of incorporation filed with the Secretary of State.
  - Motor Carrier Profile with California Highway Patrol (CHP): Carriers must complete the [CHP 362 Motor Carrier Profile](#) and obtain a CA Number from the CHP, unless they are classified as a Social Service Transportation provider.

The non-permitted carrier shall submit a declaration in its application to SANDAG affirming compliance with each of these requirements and that each

requirement will be in effect during the term the carrier operates as an Access Provider.

- TNC Applicants
  - A TNC must demonstrate that it meets the requirements provided above for non-permitted transportation carriers by submitting an attestation with its application.
  - A TNC that has completed at least one WAV trip that originated in San Diego County is eligible if the following conditions can be met:
    - The TNC qualifies for an exemption in San Diego under [Decision 21-03-005](#); and
    - Certifies that the TNC's collected fees during the Exemption Year were exhausted to provide WAV service.
  - A TNC that has not provided WAV service in San Diego County since July 1, 2019.

In the event SANDAG receives an application from a TNC, SANDAG will consult with CPUC staff to verify whether the TNC has met these eligibility requirements.

## 2. Eligible Projects and Project Types

To be eligible to receive grant funds, an Applicant must also:

- Submit a fully completed Project Application by the Cycle 2 Call for Projects Application deadline
- Submit a completed Project Description attachment, inclusive of the Scope of Work and Budget (see project templates)
- Directly provide, or contract with a separate organization or entity to provide on-demand WAV transportation in the County of San Diego to meet the needs of persons with disabilities
- Have adequate methods for ensuring the benefits of the proposed project(s) are distributed equitably among low-income and minority (LIM) and non-LIM groups in the proposed service area(s).
- Applicant and listed subcontractors are not debarred, suspended, or subject to trade sanctions

## Eligible Expenses

Eligible expenses must be directly related to the execution of the Project Scope of Work and Project Budget proposed in the application and finalized in the executed grant agreement.

SANDAG will only reimburse costs that were actually incurred for the project after the Notice to Proceed has been issued, and only up to the amount awarded in the grant agreement. In the event of project cost overruns, SANDAG will not pay more than the original amount specified in the grant agreement.

A qualifying expense for an Access Provider is:

- a reasonable, legitimate cost that improves Wheelchair-Accessible Vehicle service, and
- on the list of eligible WAV expenses:

<b>Vehicle Costs</b>
<b>Lease/Rental/Purchase Costs</b>
<b>Rental Subsidies for Driver</b>
<b>Inspections</b>
<b>Maintenance, Service &amp; Warranty</b>
<b>Fuel Cost</b>
<b>Cleaning Supplies/Services</b>
<b>Partnership Costs</b>
<b>Transportation Service Partner Fees/Incentives and/or Management Fees</b>
<b>Vehicle Subsidies</b>
<b>Consultants/Legal (excludes claims or litigation costs; see Part 4, Section C)</b>
<b>Marketplace Costs</b>
<b>Recruiting</b>
<b>Driver Onboarding</b>
<b>Training Costs</b>
<b>Driver Incentives</b>
<b>Promo Codes for WAV</b>
<b>Operational Costs</b>
<b>Marketing Costs</b>
<b>Technology Investments/Engineering Costs/Enhancements</b>
<b>Community Partnership/Engagement Costs</b>
<b>Rental Management</b>
<b>Pilot Management</b>
<b>Wages, Salaries and Benefits (non-maintenance personnel)</b>

### 1. Indirect Costs

Indirect Costs are only allowable if proposed in the application and Project Budget, and are included in the executed grant agreement. Unless the de minimis rate is used, an Applicant must submit its Federally Negotiated Indirect Cost Rate (FNICR) as part of the grant application materials in order for Indirect Costs to be considered:

## B. Ineligible Activities and Expenses

Ineligible projects and activities are those that do not align with program goals and objectives. The following activities and expenses are ineligible through the grant program:

- Administrative costs of persons employed by the Grantee for activities not directly related to the preparation and adoption of the proposed activity or activities
- Costs for work performed prior to SANDAG issuing a Notice to Proceed to the Grantee
- Costs for work performed after the grant agreement has expired
- Claims or litigation costs

## V. Funding

### A. Available Funding

Approximately \$2.3 million is available through this CFP for Existing and New Specialized Transportation providers proposing on-demand WAV service for individuals with disabilities in San Diego County, particularly those needing a WAV. SANDAG reserves the right to partially fund grants, and to fund less than the amount available in a grant cycle, subject to fund availability. See Partial Awards.

### B. Minimum and Maximum Grant Awards

The minimum and maximum grant awards per Applicant are included in the table below.

Minimum Request	Maximum Request
\$100,000	\$2,337,633

### C. Match Requirement

#### 1. Minimum Matching Funds Requirement

Matching Funds are not required; however, points will be awarded based on evidence of Matching Funds.

#### 2. Eligible Matching Funds

Matching Funds must be from a source other than the grant funding source. Eligible Matching Funds sources include:

- Cash (federal, state, local, or private funding sources)
- In-kind services (e.g., volunteer labor, donated goods or services, etc.)

If an Applicant will provide Matching Funds, the Applicant is required to provide adequate documentation of Matching Funds and the Matching Fund source(s) in its application.

## VI. Application and Submittal Process

### A. Application Materials

Application materials are available online at <https://www.bidnetdirect.com/sandag/sandag-grants>. Applicants are responsible for downloading relevant application materials to develop and submit an application. Applicants must submit their completed application with all required signatures by the Application deadline. An incomplete application may be disqualified. For an application to be considered complete, it must include all of the materials described in the Application.

### B. Applicant Resolution

SANDAG [Board Policy No. 035](#) requires all Applicants to submit a resolution from their authorized governing body within 30 days following the grant application deadline that includes the following provisions:

- Applicant's governing body commits to providing the match percentage as set forth in its application.
- Applicant's governing body authorizes its staff to accept grant funding and execute a grant agreement if an award is made by SANDAG.

The resolution should be submitted via email to [grantsdistribution@sandag.org](mailto:grantsdistribution@sandag.org). If an Applicant fails to provide a resolution that meets these requirements, the application will be considered nonresponsive and will no longer be considered in the competitive process. A template for the resolution is available in [BidNet](#).

## C. Revisions or Cancellation of the CFP

SANDAG reserves the right to cancel or revise, for any or no reason, in part or its entirety, this CFP. If SANDAG revises or cancels the CFP before the application deadline, Applicants will be notified by email. Changes to the CFP will be made via an addendum, which will be available on BidNet. This CFP does not commit SANDAG to award a grant, defray any costs incurred in preparing an application under this CFP, or procure or contract for work. Failure to award funding to an Applicant will not result in a cause of action against SANDAG.

## D. Applicant Webinar and Questions

### 1. Prospective Applicant Webinar

SANDAG will host a Prospective Applicant Webinar to provide an overview of this CFP and the application process. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually. SANDAG will post the virtual meeting link and other details on BidNet.

### 2. Call for Projects Questions

Prospective Applicants must submit questions through BidNet. Questions submitted after the Question Deadline or outside of BidNet will not be answered.

### 3. Application Assistance

Prospective Applicants may request a meeting with SANDAG Grants staff to obtain assistance with their AFA application, including discussion of a possible AFA project or assistance with BidNet. See the Timeline for the deadline to request application assistance.

### 4. Language Assistance

Applications will need to be submitted in English, and Prospective Applicants with Limited English Proficiency who need translation and interpretation services can contact [languageassistance@sandag.org](mailto:languageassistance@sandag.org) or call (619) 699-1900 to arrange for free language assistance services. Translation of Applicant's completed materials can be

completed within 10 business days of receipt and the Applicant will need to plan for this in their application development. See the Timeline for the deadline to submit Language Assistance requests.

## E. Submittal Process

Applicants shall submit application documents via BidNet, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. Applications submitted by mail, facsimile, or email in lieu of electronic copies uploaded onto the online web-based portal will not be accepted. Any application that is missing pages or cannot be opened for any reason may be considered nonresponsive.

Applicants are responsible for fully uploading their entire application before the stated deadline. It is the Applicant's sole responsibility to contact the SANDAG bid management provider, BidNet Direct, to resolve any technical issues related to electronic submittal, including, but not limited to, registering as a vendor, updating password, updating profiles, uploading/downloading documents, and submitting an electronic application, prior to the submission deadline.

## F. BidNet Resources and Assistance

SANDAG has prepared several guides to assist prospective applications with accessing and navigating BidNet. The following materials are available on the SANDAG grants webpage: <https://www.sandag.org/funding/grant-programs>.

- BidNet Registration Guide
- BidNet Frequently Asked Questions
- BidNet Vendor Navigation Guide

BidNet's Vendor Support team is available Monday-Friday from 5:00 a.m. to 5:00 p.m. Pacific Standard Time at (800) 835-4603 or [e-procurementssupport@bidnet.com](mailto:e-procurementssupport@bidnet.com).

# VII. Application Evaluation Process and Awards

## A. Eligibility Screening

Following the application submittal period, SANDAG staff will perform an eligibility screening of all submitted applications. An eligibility screening involves verifying that an Applicant and its proposed project(s) meet the eligibility requirements included in this CFP. During the eligibility screening process, SANDAG reserves the right to request additional information and/or clarification from any or all Applicants but is not required to do so. Staff also may seek input from a policy advisory committee to determine eligibility but is not required to do so. Projects that pass the eligibility screening will be scored (see Project Scoring).

Any Applicants that have been deemed ineligible or whose projects have been deemed ineligible during the eligibility screening will be notified in writing at the time the determination is made. Applicants may protest the eligibility determination pursuant to the protest procedures (see Protest Procedures).

This CFP does not commit SANDAG to award a contract, defray any costs incurred in the preparation of an application pursuant to this CFP, or to procure or contract for work.

SANDAG may reject applications without providing the reason(s) underlying the rejection. Failure to award a funding agreement to Applicants will not result in a cause of action against SANDAG.

## B. Scoring, Ranking, and Awarding of Funds

Eligible projects will be scored using the qualitative and quantitative criteria approved by the SANDAG Board of Directors and included in this CFP. Definitions of qualitative and quantitative criteria are provided below.

### 1. Qualitative/Subjective Scoring

Qualitative or subjective criteria are those criteria in which discretion is needed to provide a score. Often qualitative criteria seek to evaluate how well an Applicant responded to an application question or how well the proposed project will achieve a stated goal. These criteria are subjective in nature and scores are determined at the discretion of the evaluator.

An external evaluation panel will score eligible applications based on qualitative criteria. The evaluation panel will typically consist of at least three but no more than five members of the public who:

- Are familiar with the San Diego region and the AFA goals and objectives,
- Have diverse expertise in fields related to transportation of individuals with disabilities,
- Do not have a prohibited conflict of interest with any of the Applicants or proposed projects that would preclude a fair evaluation, and
- Agree to keep confidential information related to this Call for Projects protected from disclosure.

### 2. Quantitative/Objective Scoring

Quantitative or objective criteria are those criteria that a formula or conditional statement are used to provide a score. Quantitative criteria often seek to evaluate a project-related data point or metric against a range or scale and assign a point value based on where the data point or metric falls within the range or scale. Other quantitative criteria assign a point value based on responses to a conditional statement such as a yes/no question or the presence or absence of a condition.

SANDAG Grants and Data Science staff will score proposed projects based on quantitative criteria. Points associated with quantitative criteria undergo a quality assurance/quality control (QA/QC) review to ensure data used in the quantitative scoring process are accurate and points are awarded appropriately.

### 3. Calculation of Total Application Scores

An application's Average Qualitative Score will be calculated by summing all evaluator scores for that application and dividing by the number of evaluators. The application's

Average Qualitative Score will then be added to the quantitative scores, producing the Total Application Score.

#### 4. Tiebreakers

In the event that two or more projects receive the same Total Application Score, the following criteria in descending order will be used as the tiebreaker:

- Question 4A related to the Applicant's ability to provide a sufficient number of WAVs to meet current demand and the Applicant's strategy or plans to meet future demand.
- Question 2C related to whether the Applicant's on-demand services will be available to individuals who do not have a smartphone, internet, or need additional assistance in requesting the service.
- Question 4C related to whether the Applicant has a strategy to ensure completed on-demand WAV trip Response Times are reasonable and comparable to what a non-WAV on-demand requestor would receive, and to what extent the Applicant indicates they will make progress toward improving Response Times and on-demand WAV presence and availability over the grant period.

#### 5. Minimum Total Application Score

To ensure grant funds support quality projects, a project must receive an Total Application Score that is equal to or exceeds 60 points to be eligible for funding.

#### 6. Funding Recommendations

Applications will be recommended for funding in descending Total Application Score order (from the highest to lowest) until funding is exhausted. As previously stated, partial awards may be recommended (see Partial Award).

#### 7. Partial Awards

Given the competitive nature of the grant program and the finite amount of funds available through this CFP, Applicants may be recommended to receive a partial award. Additionally, SANDAG may choose to rollover any remaining funds not awarded through this call for projects to a future CFP. SANDAG handles partial awards differently based on the scalability of a project. SANDAG at its sole discretion will determine whether a project is Scalable or Non-scalable using the definitions listed above.

Applicants whose projects are recommended for partial award and are Scalable will be required to work with SANDAG staff prior to grant agreement execution to alter the Project Scope of Work and Project Budget, submitted as a part of the application to reflect a reduced Project Scope of Work.

Applicants whose projects are recommended for partial award and cannot be scaled will be asked if they would like to accept the partial funding award with the condition that the entire project as proposed in the Project Scope of Work included in the application must be completed. The Applicant will be required to contribute Matching Funds to complete the Project Scope of Work or "make the project whole." If an



Applicant cannot come up with the necessary Matching Funds and declines the partial funding award, the award will be offered to the project with the next highest Total Application Score. (See the section entitled “Application Evaluation Process”.) If no Applicant accepts the funding, the funding will be kept within the grant program and may be rolled over to future funding cycles.

## 8. Awards and Funding Contingency List

Funding recommendations will be presented to the relevant policy advisory committee for recommendation to the Board of Directors. The Board of Directors will then be asked to approve the proposed funding recommendations and authorize staff to execute grant agreements with Applicants whose projects are recommended for funding.

If an Applicant is unable to use its awarded funds on its selected project(s), staff may be authorized to offer funding to the project with the next highest Total Application Score that meet(s) the minimum Total Application Score requirement.

SANDAG will provide Applicants with a Notice of Intent to Award in advance of the publication of the meeting agenda in which the funding recommendations will be presented. See the Timeline for the Notice of Intent to Award and Notice of Award Announcement.

## C. Protests

SANDAG Grant Program protest procedures may be obtained online at <https://www.sandag.org/funding/grant-programs>.

# VIII. Grant Agreement

## A. Grant Agreement Execution

If awarded funds, an Applicant will enter into a grant agreement with SANDAG for the approved project scope of services and become a “Grantee.” A sample grant agreement is included in the CFP.

Applicants are encouraged to review the sample grant agreement within their organization prior to submitting an application. Aside from any potential errors or omissions, the terms of the grant agreement will be in substantially the same form as those in the sample grant agreement and are non-negotiable. Failure to sign and return the grant agreement within 45 days of receiving the grant agreement from SANDAG may result in revocation of the grant award. See the section entitled “SANDAG Board Policy No. 035.”

A grant agreement will not be executed until all certificates of insurance and any other necessary forms are received and deemed in compliance with the requirements of the grant agreement. SANDAG will not reimburse the Grantee for costs incurred prior to the executed grant agreement or the Notice to Proceed.

## B. Expenditure Deadline/Grant Term

SANDAG has flexibility in executing grant agreements and issuing a Notice to Proceed, which marks the beginning of the Grant Term. Please see the anticipated grant execution date. AFA funds should be expended by Grantees no later than 12 months from the issuance of the Notice to Proceed.

## VIII. Other Program Requirements

### A. SANDAG Board Policy No. 035

[SANDAG Board Policy No. 035](#) “Competitive Grant Program Procedures” applies to all grant programs administered through SANDAG.

#### 1. Grant Agreement Execution

Board Policy No. 035 requires Grantees to sign a grant agreement within 45 days of receiving the grant agreement from SANDAG. Applicants are encouraged to review the sample grant agreement included in this CFP to ensure compliance with this provision of Board Policy No. 035. Failure to sign and return the grant agreement promptly may result in revocation of the grant award.

#### 2. “Use It or Lose It”

Board Policy No. 035 includes a “use it or lose it” policy, which requires that Grantees make diligent and timely progress toward the completion of the grant project within the timelines set forth in the Project Schedule. Failure to meet project milestones and deadlines may result in the early termination of the grant agreement.

Per Board Policy No. 035, Grantees may request and receive time extensions on their project schedule of up to twelve months aggregate for good cause at the SANDAG staff level. **Progress Reports, Invoices, and Matching Funds**

#### 1. Progress Reports

Grantees must complete and submit quarterly progress reports with documentation in conjunction with an invoice in order to receive reimbursement. Progress report data from Grantees must be submitted to SANDAG within 30 days after the end of each quarter. Copies of subcontracts must be submitted with the first report containing subcontracted work. Grantees may be required to use specific report templates and an online platform for submissions to SANDAG.

SANDAG will measure grant performance against the stated project goals and deliverables in the Project Scope of Work included in the grant agreement. Poor performance may be grounds for termination of the grant agreement and revocation of the grant.

#### 2. Invoices

Grant funding is by reimbursement only. Funds will not be disbursed until a grant agreement has been approved and fully executed by SANDAG and the Grantee. Project

expenses incurred by the Grantee prior to execution of a grant agreement are not eligible for reimbursement. To be reimbursed for project expenses, Grantees must submit an invoice packet consisting of an invoice, documentation of all project expenses, and a progress report. Grantees are required to submit invoices quarterly, which are due 30 days after the end of each quarter. Grantees may be required to use specific invoice templates and an online platform for submissions to SANDAG. Grantees must conform to the following in order to qualify for reimbursement:

- Staff costs must be submitted with sufficient evidence to demonstrate the incurred expenses.
- Consultant or contractor invoices must be submitted with the Grantee's proof of payment.
- Receipts or invoices must be detailed, dated, and be directly related to the Project Scope of Work.

### 3. Matching Funds

If the grant agreement contains Matching Funds, the Grantee must provide a matching amount per invoice such that the cumulative match percentage is equal to or greater than the match percentage required under the grant agreement. A Grantee will not receive reimbursement if the cumulative match percentage falls below the required percentage specific to the project or if the Grantee fails to provide sufficient documentation of project expenses.

## B. Public Record and Record Retention Policy

All applications submitted in response to this CFP become the property of SANDAG and are considered a public record. As such, applications and other project-related documentation may be subject to public review per [SANDAG Board Policy No. 015: Records Management](#).

Grantees must retain project-related documents for at least three years after receipt of final payment and make these documents available to SANDAG upon request.

## C. Insurance Requirements

Awarded Applicants will be required to provide proof of insurance. The required insurance certificates (or proof of self-insurance for public entities) and endorsements must comply with all requirements included in the grant agreement and must be provided prior to grant agreement execution. Grantees are encouraged to submit their certificate(s) of insurance following issuance of the Notice of Intent to Award to ensure there is no delay in executing a grant agreement. More detailed insurance requirements can be found in the sample Grant Agreement.

## E. Additional Program Requirements

There are additional program requirements such as non-discrimination, ethics, complaint procedures, media and community outreach coordination and project close-out. For more information on these and other requirements, please review requirement details located in the sample Grant Agreement.

## IX. Evaluation Criteria

Applications will be scored based on how the Applicant responses meet the criteria below. Quantitative criteria are marked with an asterisk (\*). See Quantitative Scoring and Qualitative Scoring for more details. The Scoring Rubric is a guide for SANDAG staff and the Evaluation Panel to assist with awarding points based on the criteria below.

No.	CRITERIA	POINTS POSSIBLE
1.	Project Readiness and Technical Capacity	
*A.	Does the Applicant demonstrate Project Readiness in providing on-demand WAV services?	10
B.	To what extent does the Applicant demonstrate the Technical Capacity to manage a grant-funded project?	5
2.	Coordination and Program Outreach	
A.	How comprehensive are the Applicant's proposed strategies to publicize and promote available on-demand WAV services to disability communities?	5
B.	How well does the Applicant propose to market and promote public awareness of its on-demand WAV services in both low-income and minority areas as well as populations with limited English proficiency?	10
*C.	Will the Applicant's on-demand WAV services be available to individuals who do not have a smartphone, internet, or otherwise need additional assistance in requesting the service?	10
D.	To what extent has or will the Applicant involve the disability community in the planning and development of the project?	5
3.	Safety	
	How thorough are the Applicant's procedures for preventative and routine vehicle maintenance, driver training, rules of conduct and other safety measures? Does the Applicant currently comply with, or at the time of grant agreement execution, can the Applicant comply with the safety protocols required by the CPUC?	15
4.	Operational/Implementation Plan	
A.	Will the Applicant's WAV fleet be able to meet current demand? Does the Applicant have a strategy or plans to meet future demand?	10
B.	How thorough is the Applicant's operational plan? Does the application provide detail for the on-demand WAV service to be provided and describe day-to-day operations?	5
C.	Does the Applicant have a strategy to ensure completed on-demand WAV trip Response Times are reasonable and comparable to what a non-WAV on-demand requestor would receive? To what extent does the Applicant indicate it will make progress	10

	toward improving Response Times and on-demand WAV presence and availability over the grant period?	
D.	How comprehensive are the Applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the project's effectiveness in providing on-demand WAV service? What steps will be taken if the Applicant's original goals are not achieved?	5
E.	Does the project's proposed service area address existing gaps in WAV service where need is greatest, including areas not adequately served by transit and paratransit?	5
5.	<b>Project Budget and Cost Efficiency</b>	
A.	Is the proposed Project Budget reasonable given the service proposed to be provided by the Applicant?	5
B.	How comprehensive are the Applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the service's Cost Efficiency?	5
C.	Has the Applicant demonstrated an effort to diversify and pursue funding from sources other than the AFA program? Does the Applicant demonstrate ability to continue the service beyond the Grant Term?	5
6.	<b>Innovation</b>	
A.	Does the proposed service include creative solutions or Innovations that address existing needs or barriers which could be applied to other services in the region or other AFA programs across the state?	5
B.	Are there elements of the proposed service that are environmentally sustainable (including grouping trips and the use of alternative fuel or clean air vehicles)?	5
	<b>Total</b>	<b>120</b>

## X. Scoring Rubric

The Rubric is a guide for SANDAG staff and the evaluation panel to assist with awarding points based on the Evaluation Criteria. Below is a general scoring guide that provides more specific language based on a project's ability to meet the evaluation criteria.

Term(s)	Definition
Clearly and convincingly	to allow easy and accurate perception or interpretation; leaves no margin of doubt and has substantive documentation or evidence
Sufficiently	to an adequate degree with moderate documentation or evidence
Partially	to a limited extent with some documentation or evidence
Minimally	to a very minimal extent and without documentation or evidence
Does Not Demonstrate	not able to show, not even to a limited extent

### 1. Project Readiness and Technical Capacity

- A.** Does the Applicant demonstrate Project Readiness in providing on-demand WAV services? **Either 0 or 10 points possible**

Applicant Response	Points
Includes any of the following: <ul style="list-style-type: none"> <li>• Has a fleet of WAV vehicles</li> <li>• Has begun or will begin purchasing or leasing WAV vehicles by the Notice to Proceed date</li> <li>• Can contract with existing providers of WAV service within 30 days of grant agreement execution</li> </ul>	10 points
Does not demonstrate an ability to begin offering on-demand WAV service within 30 days of grant agreement execution.	0 points

- B.** To what extent does the Applicant demonstrate the Technical Capacity to manage a grant-funded project? **Up to 5 points possible**

Applicant Response	Points
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Clearly and convincingly demonstrates the capacity to meet the grant agreement requirements and the ability to provide on-demand WAV service, including for potential users who do not have a smartphone or internet access.	5 points
Sufficiently demonstrates the capacity to meet the grant agreement requirements and the ability to provide on-demand WAV service, including potential users who do not have a smartphone or internet access.	3-4 points
Partially demonstrates the capacity to meet the grant agreement requirements and the ability to provide on-demand WAV service, including potential users who do not have a smartphone or internet access.	1-2 points
Is unable to demonstrate the capacity to fulfill the grant requirements or provide on-demand WAV service to a broad range of users.	0 points

## 2. Coordination and Program Outreach

- A. How comprehensive are the Applicant's proposed strategies to publicize and promote available on-demand WAV services to disability communities? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates a comprehensive and effective strategy to reach disability communities about their on-demand WAV services.	5 points
Sufficiently demonstrates a comprehensive and effective strategy to reach disability communities about their on-demand WAV services.	3-4 points
Partially demonstrates a comprehensive and effective strategy to reach disability communities about their on-demand WAV services.	1-2 points
Is unable to demonstrate a holistic approach to the targeted promotion of their on-demand WAV services.	0 points

- B.** How well does the Applicant propose to market and promote public awareness of their on-demand WAV services in both low income and minority areas as well as populations with limited English proficiency? **Up to 10 points possible**

<b>Applicant Response</b>	<b>Points</b>
Clearly and convincingly demonstrates a strategy to effectively reach these populations.	9-10 points
Sufficiently demonstrates a strategy to effectively reach these populations.	6-8 points
Partially demonstrates a strategy to effectively reach these populations.	3-5 points
Minimally demonstrates a strategy to effectively reach these populations.	1-2 points
Is unable to demonstrate how they will target low income, minority, and limited English proficiency populations in their outreach efforts.	0 points

- C.** Will the Applicant's on-demand WAV services be available to individuals who do not have a smartphone, internet, or need additional assistance in requesting the service? **Either 0 or 10 points possible**

<b>Applicant Response</b>	<b>Points</b>
Provides alternative means to smartphones and other digital tools to access on-demand WAV services.	10 points
Will not provide alternatives for those without digital access.	0 points

- D.** To what extent has or will the Applicant involve the disability community in the planning and development of the project, such as a disability-led advisory council or individuals with Lived Experience on their Board of Directors? **Up to 5 points possible**

<b>Applicant Response</b>	<b>Points</b>
Clearly and convincingly demonstrates that they involve the disability community in the planning and development of the project.	5 points
Sufficiently demonstrates that they involve the disability community in the planning and development of the project.	3-4 points
Partially demonstrates that they involve the disability community in the planning and development of the project.	1-2 points
Does not demonstrate involvement of the disability community in the planning and development of the project.	0 points

### **3. Safety**



How thorough are the Applicant's procedures for preventative and routine vehicle maintenance, driver training, rules of conduct, and other safety measures? Does the Applicant currently comply with or at the time of grant agreement execution can the Applicant comply with the safety protocols required by the CPUC? **Up to 15 points possible**  
 Items include:

- **Background checks:** Applicant or its contracted service provider must perform background checks on all of its drivers that meet or exceed the following CPUC requirement. A national criminal background check, including the national sex offender database, is performed on all drivers providing the AFA services. The criminal background check must be based on the driver's social security number and not just the driver's name. In order to protect public safety, any person who has been convicted within the past seven years of driving under the influence of drugs or alcohol, fraud, sexual offenses, use of a motor vehicle to commit a felony, a crime involving property damage and/or theft, acts of violence, or acts of terror shall not be permitted to provide AFA services. Drivers with convictions for reckless driving, driving under the influence, hit and run, or driving with a suspended or revoked license shall not be permitted to be an AFA driver. Drivers may have a maximum of three points on their driving records for lesser offenses (e.g., equipment problems, speeding, or child safety seat violations).
- **Insurance:** Applicant or its contracted service provider must have levels of insurance that are equivalent or higher than what is required for charter-party carriers under [General Order 115.2](#) as well as SANDAG's insurance requirements, as provided in the AFA Sample Grant Agreement.
- **Driver training:** Applicant or its contracted service provider must have certification that its drivers have completed WAV driver training on transporting people with disabilities within the past three years including but not limited to sensitivity training, passenger assistance techniques, accessibility equipment use, door-to-door service, and safety procedures.
- **Controlled substance and alcohol testing:** Applicant or its contracted service provider must be enrolled in a controlled substance and alcohol testing program.
- **Secretary of State registration:** Applicant or its contracted service provider must have its articles of incorporation filed with the Secretary of State.
- **Motor Carrier Profile with CHP:** Applicant or its contracted service provider must complete the [California Highway Patrol \(CHP\) 362 Motor Carrier Profile](#) and obtain a CA Number from the CHP, unless Applicant is a Social Service Transportation Provider.
- **Inspection:** Applicant or its contracted service provider must have certification that all WAVs have been inspected and approved to conform with the Americans with Disability Act Accessibility Specifications for Transportation Vehicles within the past year, including the "19-point" vehicle safety inspection as required by the CPUC under [General Order 157-E](#).

Applicant Response	Points
Clearly and convincingly demonstrates the above safety policies and procedures.	14-15 points

Sufficiently demonstrates the above safety policies and procedures.	9-13 points
Partially demonstrates the above safety policies and procedures.	5-8 points
Minimally demonstrates the above safety policies and procedures.	1-4 points
Is unable to demonstrate compliance with some or all of the above safety policies and procedures.	0 points

#### 4. Operational/Implementation Plan

- A. Will the Applicant's WAV fleet be able to meet current demand? Does the Applicant have a strategy or plans to meet future demand? **Up to 10 points possible**

Applicant Response	Points
Currently has a WAV fleet with sufficient capacity or is planning to procure a WAV fleet to meet current demand and can clearly and convincingly demonstrate how this can be scalable to future potential demand.	9-10 points
Currently has a WAV fleet with sufficient capacity or is planning to procure a WAV fleet to meet current demand and can sufficiently demonstrate how this can be scalable to meet future potential demand.	6-8 points
Currently has a WAV fleet with sufficient capacity or is planning to procure a WAV fleet to meet current demand and can partially demonstrate how this can be scalable to meet future potential demand.	3-5 points
Currently has a WAV fleet with sufficient capacity or is planning to procure a WAV fleet to meet current demand and can minimally demonstrate how this can be scalable to meet future potential demand.	1-2 points
Is unable to provide or procure sufficient WAVs and/or cannot demonstrate they can meet current and future demand for on-demand WAV services.	0 points

- B. How thorough is the Applicant's operational plan? Does the application detail the on-demand WAV service to be provided and describe day-to-day operations? **Up to 5 points possible**

Applicant Response	Points
Provides a comprehensive operational plan that clearly and convincingly demonstrates how on-demand WAV service will be provided on a consistent basis.	5 points
Provides an operational plan that sufficiently demonstrates how on-demand WAV service will be provided on a consistent basis.	3-4 points

Provides an operational plan that partially demonstrates how on-demand WAV service will be provided on a consistent basis.	1-2 points
Cannot provide an operational plan that details how on demand WAV service will be consistently provided.	0 points

- C. Does the Applicant have a strategy to ensure completed on-demand WAV trip Response Times are reasonable and comparable to what a non-WAV on-demand requestor would receive? To what extent does the Applicant indicate it will make progress toward improving Response Times and on-demand WAV presence and availability over the grant period? **Up to 10 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates on-demand WAV trip Response Times that are comparable to non-WAV on-demand Response Times and clearly and convincingly shows a plan to improve Response Time and on-demand WAV presence and availability over the grant period.	9-10 points
Sufficiently demonstrates on-demand WAV trip Response Times that are comparable to non-WAV on-demand Response Times and sufficiently shows a plan to improve Response Time and on-demand WAV presence and availability over the grant period.	6-8 points
Partially demonstrates on-demand WAV Response Times and partially demonstrates a plan to improve Response Time and on-demand WAV presence and availability over the grant period.	3-5 points
Minimally demonstrates on-demand WAV Response Times and minimally shows a plan to improve Response Time and on-demand WAV presence and availability over the grant period.	1-2 points
Is unable to provide a strategy to ensure that on-demand WAV Response Times are commensurate with non-WAV on-demand Response Times and/or is unable to demonstrate a plan for showing improvement in Response Times and on-demand WAV presence and availability during the grant period	0 points

- D. How comprehensive are the Applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the project's effectiveness in providing on-demand WAV service? What steps will be taken if the Applicant's original goals are not achieved? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that their methodologies and procedures are comprehensive to effectively monitor and evaluate the project's ability to provide on-demand WAV service and provides steps to be taken to address unmet goals.	5 points
Sufficiently demonstrates that their methodologies and procedures are comprehensive to effectively monitor and evaluate the project's ability to provide on-demand WAV service and provide steps to be taken to address unmet goals.	3-4 points

Partially demonstrates that their methodologies and procedures are comprehensive to effectively monitor and evaluate the project's ability to provide on-demand WAV service and provide some of the steps to be taken to address unmet goals.	1-2 points
Cannot ensure monitoring, evaluation and appropriate follow-up to address unmet goals	0 points

- E. Does the project's proposed service area address existing gaps in WAV service where need is greatest, including areas not adequately served by transit and paratransit? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that their project's proposed service area is addressing existing gaps in WAV service.	5 points
Sufficiently demonstrates that their project's proposed service area is addressing existing gaps in WAV service.	3-4 points
Partially demonstrates that their project's proposed service area is addressing existing gaps in WAV service.	1-2 points
Cannot demonstrate that their project's proposed service area is addressing existing gaps in WAV service.	0 points

## 5. Project Budget and Cost Efficiency

- A. Is the proposed Project Budget reasonable given the service proposed to be provided by the Applicant? **Up to 5 points possible**

Applicant Response	Points
Project Budget clearly and convincingly demonstrates it is reasonable given the proposed project.	5 points
Project Budget is sufficiently appropriate to the proposed project.	3-4 points
Project Budget is partially appropriate to the proposed project.	1-2 points
Is unable to propose a Project Budget that reflects the level of service provided.	0 points

- B. How comprehensive are the Applicant's proposed methodologies and procedures for ongoing monitoring and evaluation of the service's Cost Efficiency? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates the capacity to monitor and evaluate the service's Cost Efficiency.	5 points
Sufficiently demonstrates the capacity to monitor and evaluate the service's Cost Efficiency.	3-4 points

Partially demonstrates the capacity to monitor and evaluate the service's Cost Efficiency.	1-2 points
Is unable to demonstrate comprehensive methodologies and procedures to monitor and evaluate the service's Cost Efficiency.	0 points

- C. Has the Applicant demonstrated an effort to diversify and pursue funding from sources other than the AFA Program? Does the Applicant demonstrate an ability to continue the service beyond the Grant Term? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates the ability to find other funding sources for their service and clearly and convincingly demonstrates the capacity to continue to provide the service beyond the Grant Term.	5 points
Sufficiently demonstrates the ability to find other funding sources for their service and sufficiently demonstrates the capacity to continue to provide the service beyond the Grant Term.	3-4 points
Partially demonstrates the ability to find other funding sources for their service and partially demonstrates the capacity to continue to provide the service beyond the Grant Term.	1-2 points
Is unable to show efforts pursuing diversified funding for the service and capacity for continuing the service beyond the Grant Term.	0 points

## 6. Innovation

- A. Does the proposed service include creative solutions or Innovations that address existing needs or barriers which could be applied to other services in the region or for other AFA programs across the state? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates innovative components within the proposed service that have the potential to be solutions to other services and programs on the regional or state level.	5 points
Sufficiently demonstrates innovative components within the proposed service that have the potential to be solutions to other services and programs on the regional or state level.	3-4 points
Partially demonstrates innovative components within the proposed service.	1-2 points
Is unable to provide creative solutions and innovations as a part of their project.	0 points

- B. Are there elements of the proposed service that are environmentally sustainable (including grouping trips and the use of alternative fuel or clean air vehicles)? **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates environmental sustainability as a part of the proposed service.	5 points
Sufficiently demonstrates environmental sustainability as part of the proposed service.	3-4 points
Partially demonstrates environmental sustainability as part of the proposed service	1-2 points
Is unable to include environmentally sustainable components into the proposed service.	0 points