



401 B Street, Suite 800  
 San Diego, CA 92101-4231  
 (619) 699-1900  
 Fax (619) 699-1905  
 www.sandag.org

# MEETING NOTICE AND AGENDA

## TransNet INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE (ITOC)

The ITOC may take action on any item appearing on this agenda.

### MEMBER AGENCIES

Cities of  
 Carlsbad  
 Chula Vista  
 Coronado  
 Del Mar  
 El Cajon  
 Encinitas  
 Escondido  
 Imperial Beach  
 La Mesa  
 Lemon Grove  
 National City  
 Oceanside  
 Poway  
 San Diego  
 San Marcos  
 Santee  
 Solana Beach  
 Vista  
 and  
 County of San Diego

### ADVISORY MEMBERS

Imperial County  
 California Department  
 of Transportation  
 Metropolitan  
 Transit System  
 North San Diego County  
 Transit Development Board  
 United States  
 Department of Defense  
 San Diego  
 Unified Port District  
 San Diego County  
 Water Authority  
 Mexico

Wednesday, February 27, 2013

9:30 a.m.

SANDAG  
 SANDAG 7th Floor Conference Room  
 401 B Street, 7th Floor  
 San Diego, CA 92101

Staff Contact: Kim Kawada  
 (619) 699-6994  
 Kim.Kawada@sandag.org

## AGENDA HIGHLIGHTS

- **TransNet ANNUAL FISCAL AND COMPLIANCE AUDITS: EVALUATION SUBCOMMITTEE RECOMMENDATION**
- **PROPOSED FY 2014 ITOC ANNUAL OPERATING BUDGET**
- **TransNet SENIOR MINI-GRANT PROGRAM: FUNDING RECOMMENDATIONS FOR FY 2014 AND FY 2015**

*SANDAG offices are accessible by public transit.*

*Phone 511 or see [www.511sd.com](http://www.511sd.com) for route information.*

*Secure bicycle parking is available in the building garage off Fourth Avenue.*

*In compliance with the Americans with Disabilities Act (ADA), SANDAG will accommodate persons who require assistance in order to participate in SANDAG meetings. If such assistance is required, please contact SANDAG at (619) 699-1900 at least 72 hours in advance of the meeting.*

*To request this document or related reports in an alternative format, please call (619) 699-1900, (619) 699-1904 (TTY), or fax (619) 699-1905.*



Welcome to SANDAG. Members of the public may speak to the *TransNet* Independent Taxpayer Oversight Committee (ITOC) members on any item at the time the ITOC is considering the item. Also, members of the public are invited to address the ITOC on any issue under the agenda item entitled Public Comments/Communications/Member Comments. Speakers are limited to three minutes. The ITOC may take action on any item appearing on the agenda.

This agenda and related staff reports can be accessed at [www.sandag.org](http://www.sandag.org) under Meetings on SANDAG's Web site. Public comments regarding the agenda can be forwarded to SANDAG via the e-mail comment form also available on the Web site. E-mail comments should be received no later than noon, two working days prior to the ITOC meeting.

SANDAG operates its programs without regard to race, color, and national origin in compliance with Title VI of the Civil Rights Act. SANDAG has developed procedures for investigating and tracking Title VI complaints and the procedures for filing a complaint are available to the public upon request. Questions concerning SANDAG nondiscrimination obligations or complaint procedures should be directed to SANDAG General Counsel, John Kirk, at (619) 699-1997 or [John.Kirk@sandag.org](mailto:John.Kirk@sandag.org). Any person who believes himself or herself or any specific class of persons to be subjected to discrimination prohibited by Title VI also may file a written complaint with the Federal Transit Administration.

In compliance with the Americans with Disabilities Act (ADA), SANDAG will accommodate persons who require assistance in order to participate in SANDAG meetings. If such assistance is required, please contact SANDAG at (619) 699-1900 at least 72 hours in advance of the meeting. To request this document or related reports in an alternative format, please call (619) 699-1900, (619) 699-1904 (TTY), or fax (619) 699-1905.

SANDAG agenda materials can be made available in alternative languages. To make a request call (619) 699-1900 at least 72 hours in advance of the meeting.

Los materiales de la agenda de SANDAG están disponibles en otros idiomas. Para hacer una solicitud, llame al (619) 699-1900 al menos 72 horas antes de la reunión.

如有需要, 我们可以把SANDAG议程材料翻译成其他语言.

请在会议前至少 72 小时打电话 (619) 699-1900 提出请求.

***SANDAG offices are accessible by public transit. Phone 511 or see 511sd.com for route information. Bicycle parking is available in the parking garage of the SANDAG offices.***



# INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

Wednesday, February 27, 2013

ITEM #		RECOMMENDATION
1.	<b>PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS</b>  Members of the public shall have the opportunity to address the ITOC on any issue within the jurisdiction of the Committee that is not on this agenda. Public speakers are limited to three minutes or less per person. Committee members also may provide information and announcements under this agenda item.	<b>INFORMATION</b>  Estimated Start Time: 9:30 a.m.
<b>REPORTS</b>		
+2.	<b><i>TransNet</i> ANNUAL FISCAL AND COMPLIANCE AUDITS: EVALUATION SUBCOMMITTEE RECOMMENDATION (John Chalker, ITOC; André Douzjian, SANDAG)</b>	<b>APPROVE</b>  Estimated Start Time: 9:35 a.m.
	The ITOC audit evaluation subcommittee completed its review of proposals and interviews for the <i>TransNet</i> fiscal and compliance audits contract. The ITOC is asked to approve the recommendation of the ITOC evaluation subcommittee for selection of an independent certified public accounting firm.	
+3.	<b>PROPOSED FY 2014 ITOC ANNUAL OPERATING BUDGET (Ariana zur Nieden)</b>	<b>DISCUSSION/ POSSIBLE ACTION</b>  Estimated Start Time: 9:55 a.m.
	In accordance with the <i>TransNet</i> Extension Ordinance, the ITOC must submit an annual operating budget for the upcoming fiscal year to the Board of Directors for approval 90 days prior to the beginning of the fiscal year. The ITOC is asked to review and discuss its FY 2014 annual operating budget.	
+4.	<b><i>TransNet</i> SENIOR MINI-GRANT PROGRAM: FUNDING RECOMMENDATIONS FOR FY 2014 AND FY 2015 (Laurie Gartrell)</b>	<b>DISCUSSION</b>  Estimated Start Time: 10:15 a.m.
	SANDAG is responsible for distributing <i>TransNet</i> Senior Mini-Grant funds through a competitive process as required by the <i>TransNet</i> Extension Ordinance. The projects were reviewed and ranked by an external evaluation committee using evaluation criteria that was approved by the Transportation Committee on June 15, 2012. The ITOC is asked to review and discuss the list of proposed Senior Mini-Grant projects for <i>TransNet</i> funding eligibility. The Board of Directors is scheduled to take action on the grant recommendations on March 22, 2013.	
5.	<b>FUTURE MEETING SCHEDULE</b>	<b>INFORMATION</b>  Estimated Start Time: 10:35 a.m.
	The next regular ITOC meeting is scheduled for Wednesday, March 13, 2013, at 9:30 a.m.	
6.	<b>ADJOURNMENT</b>	<b>INFORMATION</b>

+ next to an agenda item indicates an attachment

# INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

February 27, 2013

AGENDA ITEM NO.: **2**

**Action Requested: APPROVE**

*TransNet* ANNUAL FISCAL AND COMPLIANCE AUDITS:  
EVALUATION SUBCOMMITTEE RECOMMENDATION

File Number 1500200

## **Introduction**

In accordance with the *TransNet* Extension Ordinance, one of the responsibilities of the Independent Taxpayer Oversight Committee (ITOC) is to conduct annual fiscal and compliance audits of all *TransNet*-funded activities using the services of an independent fiscal auditor. Since FY 2009, the ITOC has conducted fiscal and compliance audits of *TransNet* recipients for the 18 cities, the County of San Diego, Metropolitan Transit System, North County Transit District, Caltrans, SANDAG, and the ITOC. The FY 2012 fiscal and compliance audits of *TransNet*-recipient agencies are currently under way. The three-year contract for auditing services currently in effect is set to expire on June 30, 2013. As such, the ITOC began the procurement process to hire an independent public accounting firm that would provide services beginning with the FY 2013 audit cycle.

## **Recommendation**

The ITOC is asked to approve the recommendation of the ITOC evaluation subcommittee for selection of an independent certified public accounting firm.

## **Discussion**

At its October 10, 2012, meeting, the ITOC established an evaluation subcommittee, composed of ITOC members John Chalker, Carolyn Lee, Dick Vortmann, and Tracy Sandoval, to review the draft Request for Proposals (RFP). Following the October meeting, the RFP was released on November 1, 2012. Qualified proposals were received from four independent certified public accounting firms. In January, the evaluation subcommittee reviewed and rated the proposals. Based upon this review, two of the four firms were invited to participate in oral interviews held on January 31, 2013.

## **Next Steps**

At the February 27, 2013, ITOC meeting, Mr. Chalker will provide an oral report on the results of the procurement process, including the ITOC evaluation subcommittee's recommendation of an independent certified public accounting firm for ITOC consideration. In accordance with the project schedule, the audit firm would be selected by April 2013. The ITOC subcommittee would report on additional progress at a future ITOC meeting. Selection of an audit firm by April 2013 would ensure the FY 2013 *TransNet* fiscal and compliance audits begin in accordance with the provisions of the *TransNet* Extension Ordinance and SANDAG Board Policy.

Key Staff Contact: André Douzdjian, (619) 699-6931, Andre.Douzdjian@sandag.org

# INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

February 27, 2013

AGENDA ITEM NO.: **3**

**Action Requested: DISCUSSION/POSSIBLE ACTION**

PROPOSED FY 2014 ITOC ANNUAL OPERATING BUDGET

File Number 1500200

## **Introduction**

In accordance with the *TransNet* Extension Ordinance, the Independent Taxpayer Oversight Committee (ITOC) is required to submit an annual operating budget to the SANDAG Board of Directors each year. ITOC also reviews the status of its budget on a quarterly basis. During a quarterly budget review last year, the ITOC discussed the large balance of carryover funding from previous fiscal years and subsequently elected to forgo its FY 2013 annual allocation. This report provides the proposed FY 2014 ITOC annual operating budget.

The ITOC is asked to review and discuss its proposed FY 2014 ITOC annual operating budget. The ITOC could take action at its February 27, 2013, meeting to recommend that the Board of Directors approve its FY 2014 annual operating budget, or could direct staff to return to the March ITOC meeting with any changes.

## **Discussion**

In accordance with the *TransNet* Extension Ordinance, the ITOC must submit an annual operating budget for the upcoming fiscal year to the Board of Directors for approval 90 days prior to the beginning of the fiscal year. The Extension Ordinance also states that all costs incurred in administering the activities of the ITOC, including related fiscal and performance audit costs, shall be paid annually from the proceeds of the *TransNet* sales tax. The funds made available to the ITOC shall not exceed \$250,000, as adjusted for inflation annually. Any funds not utilized in one fiscal year shall remain available for expenditure in subsequent years as part of the annual budget process.

## ***Budget Summary***

The *TransNet* Extension Ordinance specifies that the budgetary needs of the ITOC primarily involve audit activities. The annual recurring budgetary needs include costs associated with conducting the annual fiscal and compliance audits and the associated year-end report to the Board. The ITOC also is responsible for the *TransNet* Triennial Performance Audits.

Attachment 1 includes the proposed ITOC budget for FY 2014. Annual revenues are expected to be \$361,146, which is approximately a 2.1 percent increase over FY 2013 revenues and is based on the growth rate in the Consumer Price Index as of January 2013.

Projected FY 2014 expenses include \$102,311 for the annual fiscal and compliance audit expenditures, based on the independent cost estimate included in the recent Request for Proposals for independent certified public accounting services. The proposed FY 2014 budget also includes projected expenditures for mileage, advertisement, and postage costs, and a \$20,420 reserve for outside consultant services (e.g., possible legal assistance) consistent with prior direction from the ITOC.

At the beginning of FY 2014, the projected carryover balance would be \$412,331. After accounting for the full annual funding allocation and projected FY 2014 expenses, the projected carryover balance at the end of FY 2014 would be \$647,721.

### ***Annual ITOC Allocation***

The *TransNet* Extension Ordinance directs that SANDAG, acting as the San Diego County Regional Transportation Commission, allocate funding to the ITOC as follows:

**Up to \$250,000** per year, with adjustments for inflation based on the Consumer Price Index for San Diego County, **may** be expended for activities related to the ITOC. **[Emphasis added.]**

This language establishes that the entire \$250,000 does not need to be expended each year by the ITOC, and that a lesser amount may be allocated. The provision in the Extension Ordinance allowing for a carryover of unspent funds recognizes that in some years the ITOC's expenses may exceed \$250,000, and the funds should be allowed to carry over into subsequent years to fund these expenses, such as during the years when the ITOC conducts the Triennial Performance Audit.

The proposed ITOC Operating Budget for FY 2014 (Attachment 1) shows the balance of carryover funds from previous fiscal years to be approximately \$412,331 (at the start of FY 2014), which would provide enough to cover projected expenses of \$125,756 through the end of FY 2014. Therefore, should the ITOC elect to forgo its FY 2014 annual allocation (projected to be \$361,146) and spend down the current carryover balance, approximately \$286,575 would remain at the end of FY 2014.

If the ITOC decides to pursue this option, the funds not utilized by the ITOC would be distributed to other *TransNet* projects and programs in accordance with Section 4 of the *TransNet* Extension Ordinance. Attachment 2 depicts the flow of funds pursuant to the Extension Ordinance.

The ITOC is asked to discuss and determine whether it would like to reduce its FY 2014 annual allocation, and if so, by what amount.

### **Next Steps**

The final draft FY 2014 ITOC annual budget is scheduled to be presented at the March 13, 2013, ITOC meeting, at which time the ITOC would be asked to recommend its budget to the Board of Directors as part of the FY 2014 Program Budget process. Alternatively, the ITOC could take action at its February 27, 2013, meeting to recommend that the Board of Directors approve its FY 2014 annual operating budget.

Attachments: 1. ITOC Operating Budget - Draft Budget for Fiscal Year 2014  
2. *TransNet* Extension Flow of Funds Chart - FY 2009 through FY 2048

Key Staff Contact: Ariana zur Nieden, (619) 699-6961, Ariana.ZurNieden@sandag.org

**ITOC Operating Budget**  
**Draft Budget for Fiscal Year 2014**

	FY 2012	FY 2013 (6 months ended)			Draft FY 2014
	Actual	Budget	Actual	Variance	Budget
<b>Revenues</b>					
Annual Budget Amount <sup>1</sup>	\$ 347,711	\$ -	\$ -	\$ -	\$361,146
<b>Expenses</b>					
Annual Fiscal Audits <sup>2</sup>	78,746	87,008	60,989	(26,019)	102,311
Triennial Performance Audit	254,632	-	-	-	-
Mileage	101	1,480	-	(1,480)	1,511
Advertisement	1,681	1,313	139	(1,174)	1,341
Postage/Delivery	-	169	-	(169)	173
Reserve for Outside Consultant Services	20,000	20,000	-	(20,000)	20,420
Total Expenses	355,160	109,970	61,128	(48,842)	125,756
<b>Net Change</b>	(7,449)	(109,970)	(61,128)	48,842	235,390
<b>Fund Balance, Beginning of Year</b>	529,750	522,301			412,331
<b>Fund Balance, End of Year</b>	\$ 522,301	\$ 412,331			\$ 647,721

*Notes:*

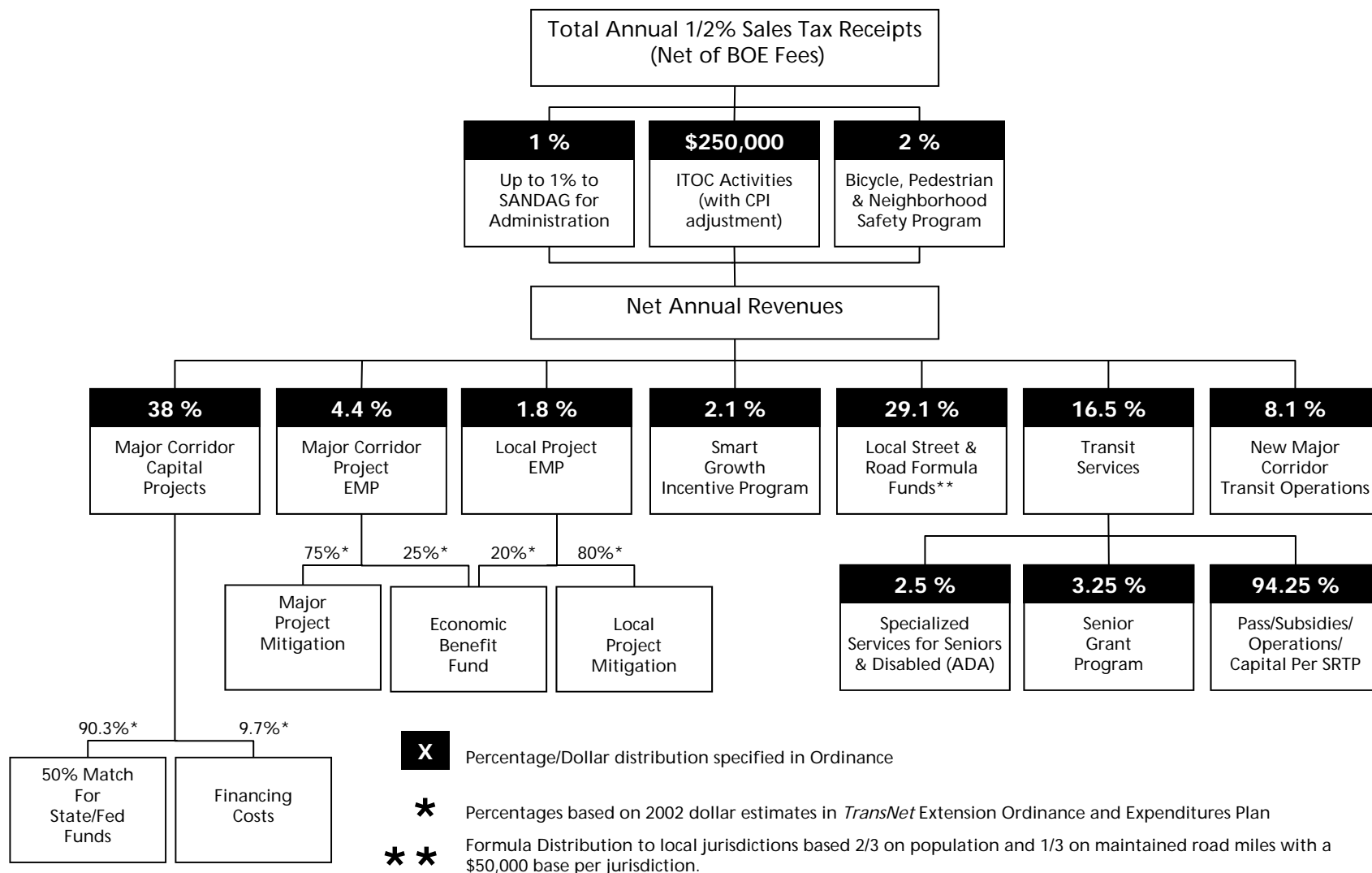
<sup>1</sup> Annual budget is \$250,000 in 2002 dollars escalated annually by the Consumer Price Index (CPI). Projected FY 2014 budget is escalated by approximately 2.1%. The ITOC chose to forgo its FY 2013 annual budget and spend down its carryover balance from prior years.

<sup>2</sup> For FY 2014, the annual fiscal audit amount is based on the independent cost estimate included in the Request for Proposals for independent certified public accounting services.

# **TransNet** Extension

www.KeepSanDiegoMoving.com

## Flow of Funds—FY09 to FY48





# INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

February 27, 2013

AGENDA ITEM NO.: **4**

**Action Requested: DISCUSSION**

*TransNet* SENIOR MINI-GRANT PROGRAM: FUNDING  
RECOMMENDATIONS FOR FY 2014 AND FY 2015

File Number 3320100

## **Introduction**

The *TransNet* Extension Ordinance includes the provision for a competitive grant program for senior transportation projects. This grant program funds operating and capital projects providing specialized transportation services for seniors whose needs cannot be met by conventional transit or the parallel Americans with Disabilities Act (ADA) paratransit services. The *TransNet* Extension Ordinance requires that SANDAG conduct a competitive selection process to distribute the funds. Eligible applicants include private nonprofit organizations, governmental authorities, private and public transportation operators, and the Consolidated Transportation Service Agency. The purpose of this competitive selection process is to evaluate potential projects and recommend which projects should be funded.

Utilizing an evaluation committee, SANDAG recently completed the evaluation of proposals for the program and presented project evaluation results to the Transportation Committee at its February 15, 2013, meeting. A recommendation for final approval is scheduled for the March 22, 2013, Board of Directors meeting.

## **Discussion**

On June 15, 2012, the Transportation Committee approved a process and criteria for selecting eligible projects for FY 2014 and FY 2015 funding under the *TransNet* Senior Mini-Grant Program. A copy of the program requirements and evaluation criteria are included in Attachments 1 and 2, respectively. Based on the *TransNet* revenue estimates, a total of \$1,363,000 in funding is projected to be available in FY 2014 and \$1,446,000 in FY 2015. After deducting \$42,000 for SANDAG project oversight costs from each year and adding \$129,847 in rollover funds from previous years to the FY 2014 amount, the amount available for grant awards is \$1,450,847 in FY 2014 and \$1,404,000 in FY 2015.

A call for projects for the *TransNet* Senior Mini-Grant Program was issued on August 1, 2012, and closed on October 31, 2012. A total of 19 applications were received, requesting more than \$1.9 million in FY 2014 and nearly \$1.8 million in FY 2015. Projects submitted included a number of eligible activities ranging from senior shuttles, volunteer driver programs, and non-emergency medical transportation to mobility management and transportation translation advocacy for non-English speaking seniors (primarily Spanish and Vietnamese), and door-through-door transportation and volunteer translator services for health-related trips.

### ***Project Evaluation and Ranking***

Project submittals for the Senior Mini-Grant Program were evaluated and ranked by external evaluation committee members using the criteria approved by the Transportation Committee (Attachment 3). The evaluation committees were made up of experts in the fields of specialized transportation, including transportation consultants, staff from social service transportation providers, local jurisdictions, transit operators, and other partner agencies.

The evaluation criteria approved by the Transportation Committee in June 2012 included a past performance adjustment ranging from -10 percent to +2 percent for applicants that had received a Senior Mini-Grant award from SANDAG during the past three years. No adjustment was made for applicants who had not had an active grant during the last three years. These adjustments were applied to each evaluator's score for each applicable proposal to determine the final project rankings for each grant program.

Before finalizing the project rankings and funding recommendations, the SANDAG Technical Services Department staff performed an independent review, checking the evaluation committee spreadsheet for correct formulas and consistency with the evaluation committee scores, calculations used to determine past performance adjustments, and calculations used for the performance indicators section of the proposal. The ranked project list provides the basis for the recommendations according to the level of anticipated funding available. For this competitive process, the available funding would be sufficient to fully fund 14 projects and partially fund two additional projects.

### ***Role of the Independent Taxpayer Oversight Committee***

The ITOC is asked to discuss the recommended grant proposals in relation to their consistency with the *TransNet* Extension Ordinance and Senior Mini-Grant Program requirements, included in Attachment 1. Eligible projects may use Senior Mini-Grant funds for capital or operating costs of services and facilities that improve mobility for seniors. Examples of eligible projects include senior shuttles, travel training programs, volunteer driver and aide programs, the brokerage of multijurisdictional transportation services, and capital projects, such as purchasing vehicles and supporting accessible taxi programs.

The grant program requires a matching contribution from the grantee, depending on project type. All projects selected for funding must be derived from the priorities identified in the 2012-2016 Coordinated Public Transit and Human Services Transportation Plan that was adopted by the Board of Directors on July 27, 2012. The 2012-2016 Coordinated Plan identified regional needs and gaps in transportation. Therefore, projects recommended for funding must be identified as a "Very High" or "High" priority.

The 2012-2016 Coordinated Plan is available on the SANDAG Web site located at: <http://www.sandag.org/CoordinatedPlan>.

## Next Steps

The project evaluation results were presented to the Transportation Committee on February 15, 2013, as an information item. The funding recommendations are scheduled to be presented to the Transportation Committee on March 15, 2013, and to the Board of Directors for approval on March 22, 2013. If approved by the Board of Directors, Notices of Award would be sent to selected grantees, and the selected projects would be programmed into the 2012 Regional Transportation Improvement Program at the earliest opportunity. It is anticipated that grant agreements would be issued in fall 2013.

Attachments: 1. *TransNet Senior* Mini-Grant Program Requirements  
2. Senior Mini-Grant Project Evaluation and Scoring Criteria  
3. Senior Mini-Grant Project Descriptions, Evaluation, and Grant Requests

Key Staff Contact: Laurie Gartrell, (619) 595-5388, [Laurie.Gartrell@sandag.org](mailto:Laurie.Gartrell@sandag.org)

## **TransNet Senior Mini-Grant Program Requirements**

### **Background**

The TransNet Extension Ordinance states that:

Three and one-fourth percent of the funds made available under Section 4(C) [of the Ordinance] shall be used to support a competitive grant program for nonprofit organizations and local agencies. The funds shall be used to provide specialized transportation services for seniors focusing on innovative and cost-effective approaches to providing improved senior transportation, including, but not limited to, shared group services, special shuttle services using volunteer forces, and brokerage of multijurisdictional transportation services.

The TransNet Extension funds the Senior Mini-Grant Program by setting aside 3.25 percent out of the total 16.5 percent in annual TransNet revenues allocated for transit operating and capital purposes. The goal of the Senior Mini-Grant Program is to improve mobility for seniors throughout the region. TransNet defines a senior as any individual 60 years of age or older. SANDAG will provide financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors in all areas of San Diego County.

Since coordination among agencies increases the cost-effectiveness of dollars spent, projects that demonstrate coordination receive additional points during the evaluation process. This will allow the projects to collaboratively provide the most amount of service possible with existing dollars.

### **Program Requirements**

Eligible applicants may include local government agencies, tribal governments, social services agencies, nonprofit organizations, the Consolidated Transportation Services Agency, and private and public operators of public transportation. Examples of eligible projects include senior shuttles, travel training programs, volunteer driver and aide programs, paratransit, the brokerage of multijurisdictional transportation services, and capital projects, such as purchasing vehicles and supporting accessible taxi programs.

The 2012-2016 Coordinated Public Transit and Human Services Transportation Plan, approved by the Board of Directors on October 22, 2010, is intended to identify the transportation needs of individuals with disabilities, seniors, and people with low incomes and to provide strategies for meeting those local needs and prioritizing transportation services for funding and implementation. Senior Mini-Grant projects must respond to a high or very high priority as identified in the Coordinated Plan.

Cost-effective transportation solutions are encouraged. Persons who are not seniors may be transported with seniors in services paid for by Senior Mini-Grant funds; however, not more than 20 percent of the passengers being transported may be less than 60 years of age. Senior passengers must be given priority on transportation services funded by the Senior Mini-Grant Program. To ensure communication among the Senior Mini-Grant recipients, all Senior Mini-Grant recipients must attend at least two of the four annual Council on Access and Mobility (CAM) meetings. CAM

provides a regional forum for advancing transportation coordination efforts among social service agencies.

Grantees cannot reimburse direct vehicle operating costs, such as fuel, tires, oil, car insurance, or car repairs; however, the Senior Mini-Grant Program will reimburse vehicle expenses on a per-mile basis. Therefore, applicants can claim up to the Internal Revenue Service (IRS) mileage reimbursement rate to cover vehicle expenses in project submissions. A ceiling of 65 cents/mile can be used for larger vehicles not included in the IRS rate.

Senior Mini-Grant Program funds can be used to support up to 80 percent (80 grant/20 match) of net project costs for operations. Fare revenue generated through the service may not be used as matching funds for operating grants. For capital projects, funds can be used to support up to 20 percent (20 grant/80 match) of all costs. This funding can be used to leverage federal dollars that are available for similar projects. SANDAG will retain title to any vehicles purchased using these grant funds.

The Senior Mini-Grant Program grant request amounts must be within the range of \$30,000 and \$200,000.

## FY 2014 Senior Mini-Grant Project Evaluation and Scoring Criteria

The following information and scoring criteria are used to score and rate project applications for Senior Mini-Grant funding.

**Minimum Eligibility Criteria:** Must answer **Yes** to each of the following five questions to be eligible.

---

1. Is the agency a local governmental agency, (private or public) operator of public transportation, nonprofit agency, or a tribal government?
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 adequate?
3. Will 80% of the riders be seniors?
4. Is the total grant request between \$30,000 and \$200,000 per year?
5. Is your project derived from a Very High or High Priority in the 2012 – 2016 Coordinated Plan?

**: Very High**

- Develop or expand transit and nonagency client transportation services in areas with little or no other transportation options (or replace services that have been cut in those areas) based on identified gaps in transportation services included in the Coordinated Plan; or
- Develop or expand transportation solutions in areas with sufficient densities to support transit or coordinated services based on identified gaps in transportation services included in the Coordinated Plan.

**: High**

- Develop or enhance volunteer driver programs, including the support of volunteer driver coalitions
- Develop centralized ride scheduling, voucher programs, dispatching, and mobility management/brokerage to maximize service coverage areas
- Increase coordination efforts by combining resources such as vehicles, riders, funds for rides, vehicle maintenance, drivers, driver training, insurance coverage, general ride subsidies, dispatching equipment, software, and gas cards for volunteers
- Increase weekday and weekend service based on identified gaps in service included in the Coordinated Plan

- Provide door-to-door service (and door-through-door when necessary) for trips such as non-emergency medical transportation and grocery shopping in circumstances where paratransit is insufficient, inappropriate, or unavailable
- Provide travel training to encourage more individuals to ride regular transit

**SCORING CRITERIA:** The information and scoring criteria below will be used to score and rate project applications for Senior Mini-Grant funding.

**A. Goals and Objectives (15 points)**

- Will the project serve the appropriate population? Does the proposal provide pertinent demographic data and/or maps? **(5 points)**
- Will the proposed program increase or enhance the availability of transportation for seniors? **(5 points)**
- To what extent is the proposed project consistent with the goals and objectives of the Senior Mini-Grant program? **(5 points)**

**B. Operational/Implementation Plan (15 points)**

- How thorough is the implementation plan? Does the proposal include project tasks, timelines, benchmarks, key milestones, key personnel, deliverables, and routes and schedules as applicable? Does the implementation plan and timeline seem feasible? **(5 points)**
- Does the applicant demonstrate the technical ability to manage the project? Has the applicant effectively implemented projects using federal or state funds in the recent past; has the applicant managed similar projects; has the applicant had sufficient experience in providing services for the targeted clientele? Does the agency have adequate staff to resources to handle the project? If applicable, are drivers properly trained? If applicable, does the agency display the ability to maintain vehicles? **(5 points)**
- Does this project relate to other services or facilities provided by the agency or firm? Does the operational plan correspond with the project goals/objectives? **(5 points)**

**C. Program Effectiveness (10 points)**

- Does the applicant describe methodologies and procedures for ongoing monitoring and evaluation of the project or service? **(5 points)**
- Does the applicant describe methodologies and procedures for ongoing monitoring and evaluation of the project or service, and steps to be taken if original goals are not achieved? **(5 points)**

**D. Coordination and Program Outreach (15 points)**

- Does the proposal describe how key stakeholders will remain involved and informed throughout the process? Did the applicant attach one or more letters from other agencies describing how they will be coordinating with the applicant in the provision of

transportation services? (The CTSA and public transit operators proposing a fixed-route project are exempted from submitting letters) **(5 points)**

→ How comprehensive are the applicant’s proposed strategies for marketing the project and promoting public awareness in both low income and minority (LIM) areas and non-LIM areas included in the project’s service area? **(5 points)**

→ To what extent does the project demonstrate coordination among various entities? **(5 point maximum – 1 point per type of coordination)**

- : Shared use of vehicles
- : Dispatching or scheduling
- : Maintenance
- : Back up transportation
- : Staff training programs
- : Joint procurement of services and supplies
- : Active participation in local social service transportation planning process
- : Coordination of client trips with other transportation agencies

**E. Performance Indicators (5 points each; maximum 15 points)**

→ Cost Efficiency Indicator – Operating Cost in Dollars per Vehicle Service Hour

Points	# of Years in Service			
	Proposed/1st year	2nd year	3rd year	4+ year
0	>70	>65	>60	>55
1	65<x≤70	60<x≤65	55<x≤55	50<x≤55
3	60<x≤65	55<x≤60	50<x≤55	45<x≤50
5	≤60	≤55	≤50	≤45

→ Cost Effectiveness Indicator – Operating Cost in Dollars per Passenger

Points	# of Years in Service			
	Proposed/1st year	2nd year	3rd year	4+ year
0	>32	>29	>26	>23
1	29<x≤32	26<x≤29	23<x≤26	20<x≤23
3	26<x≤29	23<x≤26	20<x≤23	17<x≤20
5	≤26	≤23	≤20	≤17

→ Service Effectiveness Indicator – Passenger Utilization in Percentages

Points	# of Years in Service			
	Proposed/1st year	2nd year	3rd year	4+ year
0	<15	<20	<35	<30
1	15≤x<25	20≤x<30	25≤x<35	30≤x<40
3	25≤x<35	30≤x<40	35≤x<45	40≤x<50
5	≥35	≥40	≥45	≥50



## **F. Project Budget (15 points)**

- Was a clearly defined budget submitted for the proposed project? **(5 points)**
- Does the project appear to be feasible as described? **(5 points)**
- Is the source of local share stable? **(5 points)**

## **G. Operational Sustainability (5 points)**

- Does the applicant demonstrate a long-term commitment to the project to continue the effort beyond the availability of the requested grant resources? Is this applicant financially capable of sustaining operations after the initial grant funding is expended? **(5 points)**

## **H. Innovation (10 points)**

- Is the proposed project an innovative solution to addressing the need, and could the innovations be applied to other services in the region? **(5 points)**
- Are there elements of the project that are environmentally sustainable (including the use of alternative fuels and clean air vehicles)? Does the project include provisions that ensure the equitable distribution of services? **(5 points)**

## **I. Past Performance (-10% to +2 % adjustment to total score)**

If the applicant has held a JARC, New Freedom, or Senior Mini-Grant award 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 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.

The following four indicators will be used to determine the past performance adjustment. The data used for the first two indicators will be compared to the original proposals submitted, while the last two will be based on ongoing project evaluations and onsite assessment visits. Each category will receive a score ranging from -2.5% to +.5%. For those applicants with more than one existing grant, an average of the performance criteria scores will be used.

1. Cost per unit of service delivered (A unit can be one-way passenger trips, web hits, or referrals, etc.)
  - More than 10 % under proposed cost per unit (+.5%)
  - +/- 10% of proposed cost per unit (0%)
  - 10 – 14.99 % or more over proposed cost per unit (-.5%)
  - 15 – 19.99% or more over proposed cost per unit (-1.0%)
  - 20 – 24.99% or more over proposed cost per unit (-1.5%)
  - 25 – 29.99% or more over proposed cost per unit (-2.0%)
  - 30% or more over proposed cost per unit (-2.5%)

2. Number of units of service delivered

- 10 % or more over proposed number of units of service (+.5%)
- Within 10% of proposed number of units of service (0%)
- 10 – 14.99 % or more under proposed number of units of service (-.5%)
- 15 – 19.99% or more under proposed number of units of service (-1.0%)
- 20 – 24.99% or more under proposed number of units of service (-1.5%)
- 25 – 29.9% or more under proposed number of units of service (-2.0%)
- 30% or more under proposed number of units of service (-2.5%)

3. Project Management – How well did the grantee manage their project? (-2.5% to +.5 %)

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

- Budget management
- Administration costs
- Coordination
- Service area adherence
- Project schedule
- Invoice and report quality and consistency

4. Service Quality – Did the grantee provide a quality service? (-2.5% to +.5 %)

Service Quality will be based on written evaluations prepared by SANDAG during onsite visits to the grantee including, but not limited to, the following:

- Customer Satisfaction
- Safety
- Training
- Outreach
- Quality Control Measures

**SENIOR MINI-GRANT PROJECT DESCRIPTIONS, EVALUATION, AND GRANT REQUESTS**

**Senior Mini-Grant Project Descriptions and Rankings**

Final Rank	Sponsor	Project Description	FY 14 Requested Grant \$	FY 15 Requested Grant \$	FY 14 Recommended Grant \$	FY 15 Recommended Grant \$	Req'd Match	Section Average Scores			Final (After Adjustment)*	
								Section	Avg. Score	Max. Score	Avg. Score (out of 100)	Total Rank
1	Jewish Family Services - North County Inland and Eastern Rides & Smiles programs	The North County Inland Rides & Smiles and Eastern Rides & Smiles service, a volunteer driver program, will continue to provide dependable, friendly, and personal door-through-door transportation to seniors in need in both the North County Inland and Eastern San Diego (College and Tierrasanta) areas of the County. Operating funds have been requested.	\$200,000	\$200,000	\$200,000	\$200,000	20%	Goals and Objectives	14.8	15	92.8	15
								Implementation Plan	15	15		
								Program Effectiveness	9.6	10		
								Coordination and Program Outreach	12.8	15		
								Operational Sustainability	4.8	5		
								Innovation	8.8	10		
								Project Budget	14.2	15		
								Performance Indicators	11	15		
								Average Score	91	100		
								Performance Adjustment	+2.0%	+2% -> -10%		
2	Peninsula Shepherd Center	The Out and About Peninsula program will continue to provide cost-effective supplemental transportation for seniors living in the Peninsula communities (Point Loma, Ocean Beach, Midway/Sports Arena). Transportation options include volunteer/escort service and door-through-door shopping van shuttle service. Operating funds have been requested.	\$42,377	\$47,167	\$42,377	\$47,167	20%	Goals and Objectives	14	15	92.4	16
								Implementation Plan	15	15		
								Program Effectiveness	9.6	10		
								Coordination and Program Outreach	12	15		
								Operational Sustainability	4.2	5		
								Innovation	7	10		
								Project Budget	14.2	15		
								Performance Indicators	15	15		
								Average Score	91	100		
								Performance Adjustment	+1.5%	+2% -> -10%		
3	Bayside Community Center	This project will develop a transportation, translation and advocacy (TTA) program primarily for Spanish speaking and Vietnamese speaking seniors. Door-through-door transportation services will be provided to seniors who require translation and advocacy for health-related trips. Every effort will be made to accommodate other languages. TTA will expand transportation options for seniors 60+ who are facing physical limitations and/or linguistic isolation in Linda Vista. Operating funds have been requested.	\$32,194	\$42,203	\$32,194	\$42,203	20%	Goals and Objectives	14.8	15	90.8	17
								Implementation Plan	14.4	15		
								Program Effectiveness	9.4	10		
								Coordination and Program Outreach	12.2	15		
								Operational Sustainability	4.8	5		
								Innovation	8.2	10		
								Project Budget	14	15		
								Performance Indicators	13	15		
								Average Score	90.8	100		
								Performance Adjustment	n/a	+2% -> -10%		
3	City of La Mesa	Rides4Neighbors provides transportation by volunteer drivers using their own vehicles to meet the essential needs of eligible seniors 60+ and/or disabled adults throughout East County. Essential needs include medical appointments, grocery or other shopping, personal care or business (bank, attorney), and social engagements. Rides4Neighbors also includes taxicab vouchers, accessible vans, a shuttle program, taxi scrip discounts, and an annual Senior Expo, which provides transportation resources and education for seniors. Operating funds have been requested.	\$176,711	\$176,711	\$176,711	\$176,711	20%	Goals and Objectives	14.6	15	91.1	17
								Implementation Plan	14.8	15		
								Program Effectiveness	9.4	10		
								Coordination and Program Outreach	14	15		
								Operational Sustainability	4.6	5		
								Innovation	8.8	10		
								Project Budget	13	15		
								Performance Indicators	11	15		
								Average Score	90.2	100		
								Performance Adjustment	+1.0%	+2% -> -10%		
5	Jewish Family Services - Northern San Diego Rides & Smiles	This volunteer driver program, with the support of the 501(c)3 nonprofit organization called Charitable Adult Rides and Services California, or CARS CA, will continue to provide dependable, friendly, and personal door-through-door transportation to seniors (and other individuals with disabilities) in the Clairemont, La Jolla, Linda Vista, University City community and Carmel Valley areas. This project will also be expanding to Del Mar. Operating funds have been requested.	\$150,818	\$155,254	\$150,818	\$155,254	20%	Goals and Objectives	15	15	88.5	29
								Implementation Plan	15	15		
								Program Effectiveness	9.8	10		
								Coordination and Program Outreach	12.8	15		
								Operational Sustainability	4.8	5		
								Innovation	8.2	10		
								Project Budget	14.2	15		
								Performance Indicators	7	15		
								Average Score	86.8	100		
								Performance Adjustment	2.00%	+2% -> -10%		

**Senior Mini-Grant Project Descriptions and Rankings**

Final Rank	Sponsor	Project Description	FY 14 Requested Grant \$	FY 15 Requested Grant \$	FY 14 Recommended Grant \$	FY 15 Recommended Grant \$	Req'd Match	Section Average Scores			Final (After Adjustment)*	
								Section	Avg. Score	Max. Score	Avg. Score (out of 100)	Total Rank
6	City of Vista	The City of Vista's Out and About Vista senior transportation program will continue to provide affordable, accessible and flexible transportation throughout the community. This is accomplished through a senior shuttle service, volunteer mileage reimbursement service and a taxi voucher component. Operating funds have been requested.	\$101,720	\$103,561	\$101,720	\$103,561	20%	Goals and Objectives	14.2	15	87.1	34
								Implementation Plan	14.8	15		
								Program Effectiveness	9.6	10		
								Coordination and Program Outreach	13	15		
								Operational Sustainability	5	5		
								Innovation	7.6	10		
								Project Budget	14.2	15		
								Performance Indicators	10	15		
								Average Score	88.4	100		
								Performance Adjustment	-1.50%	+2% -> -10%		
6	Alpha Project for the Homeless	The proposed project will build on Alpha Project's existing transportation service for low-income seniors and other special needs populations. Currently the program provides free, reliable, regularly scheduled shuttle services and rides scheduled on an as-needed basis for seniors primarily in the North County and in high-need areas of the cities of San Diego, including Chula Vista and other central San Diego County areas. The program will serve the transportation needs of seniors who would otherwise have no access to transportation to support their independence through community-based services. Operating funds have been requested.	\$195,000	\$0	\$195,000	\$0	20%	Goals and Objectives	12.6	15	86.1	34
								Implementation Plan	13.2	15		
								Program Effectiveness	8.6	10		
								Coordination and Program Outreach	11.4	15		
								Operational Sustainability	4.4	5		
								Innovation	7.8	10		
								Project Budget	13.8	15		
								Performance Indicators	13	15		
								Average Score	84.8	100		
								Performance Adjustment	1.50%	+2% -> -10%		
8	Full Access and Coordinated Transportation (FACT) - RideFACT Trip Reimbursement	This project will sustain RideFACT, a senior dial-a-ride, available for travel in all cities in San Diego County. When a senior's need does not match an existing transportation option, the trip is provided through RideFACT. These funds will be used to purchase rides from a pool of 6 transportation companies that form the brokerage. The trip is given to the lowest cost vendor in the brokerage. Operating funds have been requested.	\$0	\$125,000	\$0	\$125,000	20%	Goals and Objectives	12.8	15	85.2	36
								Implementation Plan	13	15		
								Program Effectiveness	7.6	10		
								Coordination and Program Outreach	12.8	15		
								Operational Sustainability	4.2	5		
								Innovation	8.8	10		
								Project Budget	10.2	15		
								Performance Indicators	15	15		
								Average Score	84.4	100		
								Performance Adjustment	+1.0%	+2% -> -10%		
9	Travelers Aid Society of San Diego	The SenioRide program will continue to provide mobility options for low and fixed income seniors (age 60+) throughout San Diego. SenioRide offers a selection of transportation options that consists of taxicab vouchers, door-to-door service reimbursement, and a volunteer driver program. Operating funds have been requested.	\$111,512	\$117,810	\$111,512	\$117,810	20%	Goals and Objectives	13.8	15	85.6	40
								Implementation Plan	14.4	15		
								Program Effectiveness	8.4	10		
								Coordination and Program Outreach	13	15		
								Operational Sustainability	4	5		
								Innovation	7.4	10		
								Project Budget	14.6	15		
								Performance Indicators	15	15		
								Average Score	90.6	100		
								Performance Adjustment	-5.5%	+2% -> -10%		
10	Mountain Health and Community Services, Inc.	Headquartered in Campo, the volunteer driver program assists seniors and individuals with disabilities in accessing vital services and resources, including medical, visits, shopping, and transportation to other social service organizations throughout the County. Operating funds have been requested.	\$32,465	\$33,857	\$32,465	\$33,857	20%	Goals and Objectives	14.2	15	83.6	50
								Implementation Plan	14	15		
								Program Effectiveness	8.8	10		
								Coordination and Program Outreach	9.4	15		
								Operational Sustainability	4.6	5		
								Innovation	7.2	10		
								Project Budget	14.4	15		
								Performance Indicators	11	15		
								Average Score	83.6	100		
								Performance Adjustment	n/a	+2% -> -10%		

**Senior Mini-Grant Project Descriptions and Rankings**

Final Rank	Sponsor	Project Description	FY 14 Requested Grant \$	FY 15 Requested Grant \$	FY 14 Recommended Grant \$	FY 15 Recommended Grant \$	Req'd Match	Section Average Scores			Final (After Adjustment)*	
								Section	Avg. Score	Max. Score	Avg. Score (out of 100)	Total Rank
11	Independent Transportation Network (ITN)	ITN provides dependable, friendly and personal door-through-door transportation to seniors in need as well as to adults who suffer visual impairments. This successful volunteer driver program eases isolation; keeps riders connected to their community; ensures compliance in keeping medical appointments and being able to conduct personal errands. This proposed project will expand the service area to 18 zip codes throughout San Diego, including Clairemont, University City, Pacific Beach, City Heights, North Park, Hillcrest and Linda Vista. Operating funds have been requested.	\$125,000	\$125,000	\$125,000	\$125,000	20%	Goals and Objectives	14.2	15	79.4	59
								Implementation Plan	13.8	15		
								Program Effectiveness	8.8	10		
								Coordination and Program Outreach	10.4	15		
								Operational Sustainability	3.6	5		
								Innovation	9	10		
								Project Budget	12.6	15		
								Performance Indicators	7	15		
								Average Score	79.4	100		
								Performance Adjustment	n/a	+2% -> -10%		
								12	Friends of Adult Day Health Centers (FADHCC)	This project is a non-emergency medical transportation program that provides door-to-door and door-through-door transportation for adults age 60 and older. FADHCC will contract with the Poway Adult Day Health Care Center to use their buses and staff to provide the service for those enrolled in the Poway center (in addition to the family caregivers and the Residential Care Facilities). Additionally, a one-day accessible shuttle will be provided for seniors enrolled at the Ramona Senior Center who need transportation to Pomerado Hospital or the medical facilities in Poway and Ramona. Operating funds have been requested.		
Implementation Plan	14.4	15										
Program Effectiveness	9.8	10										
Coordination and Program Outreach	14.4	15										
Operational Sustainability	3.6	5										
Innovation	8	10										
Project Budget	13.4	15										
Performance Indicators	1	15										
Average Score	79.4	100										
Performance Adjustment	n/a	+2% -> -10%										
13	Elderhelp of San Diego	The proposed project will help to expand the number of volunteer driver trips provided through the Concierge Club program. The Concierge Club provides lower income seniors with the help they need to remain living in their own homes and communities. Door-through-door transportation is provided for seniors needing access to vital medical/personal care appointments, errands, grocery shopping, as well as recreational activities. Operating funds have been requested.	\$90,980	\$99,055	\$90,980	\$99,055	20%				Goals and Objectives	12.8
								Implementation Plan	13.6	15		
								Program Effectiveness	8.2	10		
								Coordination and Program Outreach	10.6	15		
								Operational Sustainability	4	5		
								Innovation	7.6	10		
								Project Budget	14.6	15		
								Performance Indicators	11	15		
								Average Score	82.4	100		
								Performance Adjustment	-5.0%	+2% -> -10%		
								14	FACT - Sustain RideFACT Brokerage Services	The proposed project seeks to sustain the "one-stop" transportation solutions needed by seniors and persons with disabilities to reach medical appointments and other quality of life related services in FY 2015. FACT refers callers to existing transportation services based on individual needs. When an existing service cannot be utilized, RideFACT will meet the need for affordable transportation connecting all of the 18 cities in San Diego County. Operating funds have been requested.	\$0	\$200,000
Implementation Plan	13.8	15										
Program Effectiveness	8.8	10										
Coordination and Program Outreach	13	15										
Operational Sustainability	4.6	5										
Innovation	9.2	10										
Project Budget	11.4	15										
Performance Indicators	0	15										
Average Score	74.6	100										
Performance Adjustment	+1.0%	+2% -> -10%										
15	FACT - Sustain Mobility Management services	The proposed project aims to fund FACT's mobility management services--telephone and web referrals to other existing services, brokerage management, outreach, and marketing (in conjunction with a New Freedom grant proposal). This project will also fund the staffing and administration expenses for developing new services such as MedAccessRIDE and Veteran's mobility program. Operating funds have been requested.	\$30,000	\$0	\$30,000	\$0	20%					
								Implementation Plan	13.8	15		
								Program Effectiveness	9	10		
								Coordination and Program Outreach	13	15		
								Operational Sustainability	4.6	5		
								Innovation	9.2	10		
								Project Budget	11.2	15		
								Performance Indicators	0	15		
								Average Score	74.4	100		
								Performance Adjustment	+1.0%	+2% -> -10%		

**Senior Mini-Grant Project Descriptions and Rankings**

Final Rank	Sponsor	Project Description	FY 14 Requested Grant \$	FY 15 Requested Grant \$	FY 14 Recommended Grant \$	FY 15 Recommended Grant \$	Req'd Match	Section Average Scores			Final (After Adjustment)*	
								Section	Avg. Score	Max. Score	Avg. Score (out of 100)	Total Rank
16	City of Oceanside	The proposed project will provide seniors with the following transportation options: curb-to-curb taxi scrip subsidies, door-to-door shuttle services, and door-through-door volunteer driver services. The program is available for seniors that no longer drive a personal vehicle. Operating funds have been requested.	\$200,000	\$200,000	\$47,695	\$0	20%	Goals and Objectives	13.2	15	75.3	75
								Implementation Plan	12.8	15		
								Program Effectiveness	8.6	10		
								Coordination and Program Outreach	12.6	15		
								Operational Sustainability	3.2	5		
								Innovation	6.2	10		
								Project Budget	12.4	15		
								Performance Indicators	9	15		
								Average Score	78	100		
								Performance Adjustment	-3.5%	+2% -> -10%		
Funded Project Subtotals:			\$1,603,152	\$1,740,495	\$1,450,847	\$1,404,000						

**Projects Not Recommended For Funding**

Rank	Sponsor	Project Description	FY 14 Requested Grant \$	FY 15 Requested Grant \$	FY 14 Recommended Grant \$	FY 15 Recommended Grant \$	Req'd Match	Section Average Scores			Final (After Adjustment)*	
								Section	Avg. Score	Max. Score	Avg. Score (out of 100)	Total Rank
17	FACT - Expand RideFACT Brokerage Services	The proposed project will support the expansion of the "one stop" transportation solutions needed by seniors and persons with disabilities to reach medical appointments and other quality of life related services in FY 2014. This proposal is to support expansion of RideFACT brokerage services for senior transportation beyond what is currently provided by the nonurban areas of Valley Center, Rainbow, Alpine and Jamul. Operating funds have been requested.	\$200,000	\$0	\$0	\$0	20%	Goals and Objectives	13.2	15	74.3	76
								Implementation Plan	13.4	15		
								Program Effectiveness	8.4	10		
								Coordination and Program Outreach	13.2	15		
								Operational Sustainability	4.4	5		
								Innovation	9.4	10		
								Project Budget	11.6	15		
								Performance Indicators	0	15		
								Average Score	73.6	100		
								Performance Adjustment	+1.0%	+2% -> -10%		
18	FACT - Expand Mobility Management	This proposed project looks to expand FACT's mobility management services for the following urbanized areas in San Diego County: Fallbrook, Bonsall, Camp Pendleton and Lakeside. Mobility management services include telephone and web referrals to other existing services, brokerage management, outreach and marketing. Operating funds have been requested.	\$0	\$50,000	\$0	\$0	20%	Goals and Objectives	13.8	15	74.7	81
								Implementation Plan	13.8	15		
								Program Effectiveness	8.8	10		
								Coordination and Program Outreach	13.2	15		
								Operational Sustainability	4.6	5		
								Innovation	9.4	10		
								Project Budget	10.4	15		
								Performance Indicators	0	15		
								Average Score	74	100		
								Performance Adjustment	+1.0%	+2% -> -10%		
19	Valley Center Community Recreation Center	This proposed project aims to provide door-to-door and door-through-door transportation for the elderly and disabled individuals in the north east San Diego County and the greater Valley Center Area. The proposed service will provide transportation to and from non-emergency medical appointments and shopping. Operating funds have been requested.	\$130,800	\$0	\$0	\$0	20%	Goals and Objectives	13.4	15	66.6	92
								Implementation Plan	12	15		
								Program Effectiveness	8.2	10		
								Coordination and Program Outreach	12.4	15		
								Operational Sustainability	4.2	5		
								Innovation	7.4	10		
								Project Budget	9	15		
								Performance Indicators	0	15		
								Average Score	66.6	100		
								Performance Adjustment	n/a	+2% -> -10%		
Unfunded Projects Subtotals:			\$330,800	\$50,000	\$0	\$0						

\* Final project rankings are determined using the Total Rank instead of the Average Score. The total rank adds up each evaluator's individual rankings, with the lowest final rank indicating which projects scored the highest across the committee members. This measure is more objective, mitigating for evaluation committee members scoring differentials.

# Funding Recommendations for FY 14 and FY 15 *TransNet* Senior Mini-Grant Projects

Independent Taxpayer Oversight Committee

February 27, 2013

<sup>1</sup> SANDAG

## *TransNet* Extension Ordinance

“Three and one-fourth percent of the funds made available under Section 4(C) [of the Ordinance] shall be used to support a competitive grant program for nonprofit organizations and local agencies. The funds shall be used to provide specialized transportation services for seniors focusing on innovative and cost-effective approaches to providing improved senior transportation, including, but not limited to, shared group services, special shuttle services using volunteer forces, and brokerage of multijurisdictional transportation services.”

<sup>2</sup> SANDAG

## Presentation Overview

- Brief overview of the Senior Mini-Grant program
- Competitive Process
- Evaluation and Ranking Process
- Funding Recommendations
- ITOC's Role
- Next Steps



3 SANDAG

## Program Background

- Provides grant funding to specialized transportation projects serving persons over age 60. Examples of eligible projects include:
  - Senior Shuttles
  - Volunteer Driver Programs
  - Non-Emergency Medical Transportation
  - Mobility Management
- Operating and Capital (match required)

4 SANDAG



## Program Requirements

- **Eligible applicants include:**
  - Local government agencies
  - Tribal governments
  - Social services agencies
  - Nonprofit organizations
  - The Consolidated Transportation Services Agency
  - Private and public operators of public transportation
- **Must be derived from the Coordinated Plan**
- **Project range must be within \$30,000 and \$200,000**

5 

## Competitive Process

- **Call-for-Projects announced on August 1, 2012**
- **Two years of funding available for Senior Mini-Grant**

	FY 2014	FY 2015
Requested	\$ 1,933,952	\$ 1,790,495
Available	\$ 1,363,000	\$ 1,446,000
SANDAG Oversight Cost	(\$ 42,000)	(\$ 42,000)
Carryover Funds	\$129,847	\$ 0
<b>Available Total</b>	<b>\$1,450,847</b>	<b>\$1,404,000</b>

6 

## Evaluation Process

### Three Step Evaluation Process:

1. External Evaluation Committee evaluated and ranked the projects using approved criteria
2. Past Performance adjustments conducted, if applicable
3. Internal independent review by SANDAG's Technical Services department

7 SANDAG

## Funding Recommendations

- 19 applications received
- 16 projects recommended for funding

	FY 2014	FY 2015
Requested	\$ 1,933,952	\$ 1,790,495
<b>Available</b>	<b>\$1,450,847</b>	<b>\$1,404,000</b>
Difference	(\$ 483,105)	(\$ 386,495)





## Timeline

Event	Date
ITOC	February 27, 2013
Transportation Committee – Information	February 15, 2013
Transportation Committee – Recommendation	March 15, 2013
Board of Directors – Approval	March 22, 2013

## Role of the Independent Taxpayer Oversight Committee

The ITOC is asked to discuss the recommended grant proposals in relation to their consistency with the *TransNet* Extension Ordinance and Senior Mini-Grant program requirements.

[www.sandag.org/coordinatedplan](http://www.sandag.org/coordinatedplan)