

## ***Coordinated Grant Program, 2010–2011 Criteria for Scoring***

The following criteria will be used to score projects applying to PSRC’s Coordinated Grant Program, 2010–2011 (2009 and 2010 FTA Job Access and Reverse Commute, JARC, and New Freedom funds), *and* WSDOT’s Consolidated Grant Program, 2011–2013.

The criteria is intended to support PSRC’s Coordinated Transit-Human Services Transportation Plan, 2011–2014 adopted goals and strategic objectives, which is consistent with Transportation 2040, VISION 2040, and the region’s Economic Strategy. It is also the objective of these criteria to prioritize and implement the most financially sound, coordinated, and effective special needs transportation projects in the central Puget Sound region.

**Scoring:** Projects will be scored using the criteria outlined below. Projects will be compared to one another in order to determine the magnitude of the improvement and to arrive at a final score. High, medium, and low scores will be assigned for each criterion based on the magnitude of the impacts: 1-3 being low, 4-7 medium, and 8-10 high. Projects that most directly support each criterion will be rated high. Not including the bonus section, the highest possible score a project designed to maintain existing service can receive is 100 points whereas the highest total score a project adding a new service may receive is 90 points. Eligible projects will be evaluated against the criteria based on the responses provided in the application. For the purpose of this competition, the term “project(s)” refers to project(s) or program(s) and can be either capital or operating.

**Evaluation team:** PSRC staff will organize an equitable team consisting of representatives from each county encompassing the Seattle-Tacoma-Everett Urbanized Area (STE-UZA), a regional agency, and PSRC staff. PSRC staff will score the projects with the team. To ensure that projects are assessed by the same number of scorers, each county and the regional agency will nominate two persons—one as the primary and one as the alternate. The alternate will score all projects, but these scores will only be used if the primary evaluator is scoring an application in which he or she has a vested (financial) interest, such as contributing matching funds.

The evaluation team will score projects against each criterion and an average will be tabulated to create a final criterion score. These average scores will be summed to produce a ranked list of projects that the Special Needs Transportation Subcommittee will use as a tool to produce a funding recommendation.

After all projects have been evaluated by the scoring team, the Special Needs Transportation Subcommittee (SNTC) will use the scores as a tool to help determine which projects to recommend to the Transportation Operators Committee (TOC). The TOC will review the SNTC recommendation and make its recommendation to the Transportation Policy Board (TPB) for review and discussion. PSRC staff will bring the proposed program of projects to the TPB and

request authorization to release the list for public comment, at which time PSRC will solicit comments from interested parties, consistent with PSRC's adopted Public Participation Plan. Comments will be compiled and responded to. The opportunity to comment publicly will be provided at advisory and policy board meetings held within the identified public comment period. Additionally, individuals may provide public testimony at the TPB and Executive Board meeting prior to approval of the program of projects. Once the comment period has closed, PSRC staff will present the TPB with comments and responses. The Transportation Policy Board will then forward a recommendation to the Executive Board for approval. Upon Executive Board approval, projects will be included in the regional TIP (Transportation Improvement Program), and the program of projects will be posted on the PSRC website as well as forwarded to FTA for final approval and included in the state TIP.

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#### **A. Project Meets Adopted Goal(s) and Strategic Objectives in *PSRC Coordinated Transit-Human Services Transportation Plan* (20 Points)**

##### **Criterion Objectives:**

- Ensure that the selected projects support one or more of the adopted goals and strategic objectives identified in the *PSRC Coordinated Transit-Human Services Transportation plan*.

**High:** A project will receive a "high" rating if (it):

- Clearly identifies how it will meet one or more of the adopted goals outlined in the *Coordinated Transit-Human Services Transportation plan* and,
- Identifies which strategic objective(s) it supports in order to meet that/those goal(s).

**Medium:** A project will receive a "medium" rating if (it):

- Indirectly or loosely identifies how the project addresses an adopted goal and supporting strategic objective.

**Low:** A project will receive a "low" rating if (it):

- Does not support an adopted goal or strategic objective.

#### **B. Financial Plan/ Project Schedule (10 Points)**

##### **Criterion Objectives:**

- Ensure most effective and timely use of state and/or federal funds.
- Evaluate project sponsor's experience in applying state and/or federal funds towards capital or operational improvements.
- Evaluate the financial capabilities of sponsor agency to sustain operations after initial grant funding is expended.
- Give preference to those projects whose sponsors can demonstrate their involvement in an effective financial partnership with another agency.

**High:** A project will receive a "high" rating if (it):

- Has displayed a clear project implementation plan including cost estimates, timetables, participating partners, and outcomes.
- Has secured funds or an eligible match from a financial partner and/ or can show that requested funds will fully fund project.

- Project sponsor includes all required documentation stating financial partner's commitment to project and includes clear valuation of in-kind match (when necessary).
- Shows that project sponsor has adequate funding in current budget to provide necessary local match to federal funds.
- Demonstrates project sponsor has effectively implemented projects using Federal Transit Administration and/or state funds in the recent past.
- Project sponsor demonstrates ability of agency to sustain project after grant funds have been expended.

**Medium:** A project will receive a "medium" rating if (it):

- A loose project implementation schedule is in place.
- Is contingent on receiving funds from multiple sources, and those additional funds are unsecured or;
- Project sponsor does not provide all required documentation stating financial partner's commitment to project or includes unclear valuation of in-kind match (when necessary).
- Project sponsor has excess revenues that could potentially be used to provide local match to federal funds.
- Project sponsor has experience in applying for, receiving, and implementing federal or state grants.
- Project sponsor provides evidence of efforts to enter into partnerships.
- Project sponsor will continually apply for grant funding to sustain operations.

**Low:** A project will receive a "low" rating if (it):

- Project sponsor does not provide an implementation plan.
- Cannot show that project sponsor has secured sufficient funds or in-kind services to match federal dollars.
- Project sponsor does not provide any required documentation stating financial partner's commitment to project or include clear valuation of in-kind match (when necessary).
- Project sponsor has never applied for, or received federal or state funds.
- There was no effort to enter into a financial partnership with another agency.
- Project sponsor does not outline a plan to provide funding to sustain operations.

### **C. Inter-agency and Service Coordination (10 Points)**

#### **Criterion Objectives:**

- To give preference to those projects that can demonstrate project sponsor has been engaged in a successful capital or operational coordination effort at the agency level. (i.e. – sharing a van or jointly purchasing equipment for shared use).
- To give preference to those projects that will serve more than one of the targeted special needs demographics. (i.e. – a van that shuttles elderly people, but also has equipment that allows it to pick up a person with disabilities).

**High:** A project will receive a "high" rating if (it):

- Can demonstrate an effective partnership between agencies to combine projects or foster a shared-use arrangement and;
- Identifies partner agencies.
- Serves more than one of the special needs population demographics and;
- Identifies which populations will be served.

**Medium:** A project will receive a "medium" rating if (it):

- Is a project that calls for inter-agency coordination but has not identified partners.
- Shows how the project could expand to serve more than a single target demographic.
- Serves a sizeable population of one target demographic.

**Low:** A project will receive a “low” rating if (it):

- Project sponsor shows no evidence of efforts to coordinate with other agencies, or to combine projects.
- Serves a limited population in only one target demographic.

#### **D. Maintaining Existing Service<sup>1</sup> (System Preservation and Minor Expansion and Improvement) (20 Points)**

##### **Criterion Objectives:**

- Preserve or improve services, capital, or infrastructure in areas that currently receive funding and are in danger of losing such funding, or existing equipment or facilities will become outdated, dilapidated, or extend beyond their useful life.
- Preserve or improve existing special needs transportation services, amenities, or infrastructure in areas that are currently meeting needs in the community, but anticipate unmet need.
- Bolster under-funded projects in areas receiving inadequate services
- Improve the tracking of origin and destination data.

**High:** A project will receive a “high” rating if (it):

- Provides specific figures indicating increasing ridership, accessed services, customers contacted, rides matched, jobs accessed, or customers trained.
- Clearly demonstrates that funding will no longer be available or equipment, facilities, or infrastructure will become outdated, dilapidated, or extend beyond its useful life within two years.
- Identifies that current levels of service or amenities are inadequate to meet near-term needs and how the project will address the new levels of service to meet projected unmet needs.
- Can identify and track specific origin and destination data.

**Medium:** A project will receive a “medium” rating if (it):

- Provides figures indicating consistent ridership, accessed services, customers contacted, rides matched, jobs accessed, or customers trained.
- Demonstrates that funding will expire within the next 2 years or that equipment, facilities, or infrastructure will be approaching the end of its useful life in two years.
- Identifies inadequate levels of service, but does not outline a plan to satisfy unmet needs.
- Can track major origins and destinations

**Low:** A project will receive a “low” rating if (it):

- Either does not provide figures or provides figures indicating a net decrease in ridership, accessed services, customers contacted, rides matched, jobs accessed, or customers trained.

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<sup>1</sup> Projects will be scored against either the “Maintains Existing Service” criteria or the “New Projects” criteria.

- Demonstrates that the project is fully funded for the next 2 years or that equipment, facilities, or infrastructure are in good working condition and will not be approaching the end of its useful life within 2 years.
- Does not preserve adequate services.
- Continues duplicative services.
- Project sponsor does not have ability to track major origins and destinations.

#### **E. New Projects Addressing Areas Where Few or No Providers Operate and Unmet Needs Currently Exist (New Projects) (10 Points)**

##### **Criterion Objectives:**

- To prioritize new projects that will provide new services, capital improvements, or install infrastructure to support coordinated services or planning in a previously un- or underserved area.
- Provide new services and/or the ability to access important services or facilities that were previously inaccessible to one or more of the target demographics.
- Provide funding for new projects that coordinate with existing services to provide previously unavailable coverage, connections, or services.
- Improve the ability to track origin and destination data.

##### **High:** A project will receive a “high” rating if (it):

- Establishes that current services are inadequate.
- Project sponsor provides figures and a description that indicate an unmet need for services, capital improvements, or infrastructure installation.
- Project sponsor clearly describes how the service, capital purchase or improvement, or infrastructure installation will meet the identified unmet need.
- Provides a new connection to existing services or important establishments and identifies the importance of connecting service to and from these existing services or establishments.
- Outlines implementation plan or amenity improvement.
- Is a new project and sponsor can clearly explain how it will be incorporated or coordinated with existing service to provide new connections, services, or levels of service.
- Can identify and track specific origin and destination data.

##### **Medium:** A project will receive a “medium” rating if (it):

- Identifies that current levels of service are not optimal.
- Project sponsor provides general description of unmet need.
- Sponsor generally describes how the project could meet the unmet need.
- Provides a new connection to existing services or establishments and does not identify the importance of the connections the new service will make.
- Is a new project that loosely coordinates with existing services.
- Can track major origins and destinations

##### **Low:** A project will receive a “low” rating if (it):

- Is located in an area with adequate existing service
- Project sponsor does not provide description that indicates an unmet need in the community.
- The project does not satisfy the unmet need identified in the community.
- Duplicates an existing service.
- Does not provide an important link to existing services or establishments.
- Is a new project that is completely uncoordinated with existing services.

- Project sponsor does not have ability to track major origins and destinations.

## **F. Project is Part of a Long-Range Strategy, Package of Projects, or Local or Regional Plan (10 Points)**

### **Criterion Objectives:**

- To give preference to those projects that address near-term needs, while at the same time are a part of (a) larger coordinated project(s) or local strategy to address current unmet need or anticipated gaps.
- Give preference to those projects that are listed in other area plans (ex. county special needs transportation plans or transit 6-year development plans)

**High:** A project will receive a “high” rating if (it):

- The project sponsor can explain how it is a logical starting point to implement, or how it fits into, a long-term project or package of projects.
- Can explain how the long-term project or package of projects in question applies to one or more of the adopted goals and/or strategic objectives as outlined in *the Coordinated Transit-Human Services Transportation Plan*.
- Shows that the long-range project or package of projects has an approved implementation schedule.
- Is listed in multiple local and/or regional plans

**Medium:** A project will receive a “medium” rating if (it):

- Is part of a partially developed long-term strategy and meets immediate needs and gaps in the community.
- Shows that the long-range project or package of projects has a general implementation plan.
- Is listed in one local or regional plan

**Low:** A project will receive a “low” rating if (it):

- Is not part of a long-term project that addresses needs and gaps in the community.
- The long-range strategy or package of projects does not support one or more of the adopted goals identified in the *Coordinated Transit-Human Services Transportation Plan*.
- Does not provide the logical connections as a potential starting point to implement an undeveloped strategy.
- Is not listed in any local or regional plans

## **G. Cost/Efficiency Relationship (10 Points)**

### **Criterion Objectives:**

- Give preference to those projects providing higher levels of service with limited funds.

**High:** A project will receive a “high” rating if (it):

- Project sponsor for service projects clearly identifies favorable cost-effectiveness indicators such as a decreasing travel time or cost per ride over time.
- Project sponsor for information based projects identify favorable cost-effectiveness indicators such as decreasing costs per trip or costs per customer assisted over time.
- Project sponsors for capital projects indicate that the purchase is the most cost-effective product for the service being provided (either service or information), and provides justification.

- Note: The purchase of vehicles utilizing hybrid or other “clean” technology that have not been market tested will be automatically scored high due to air quality and fuel efficiency benefits.
- Sponsor has proven to be consistently reliable and/or on-time and provides figures to support the claim.
- Induces transit ridership.
- Has clearly identified cost figures, and outlined what those costs will buy or produce and those costs are acceptable and realistic.
- The equipment or vehicles purchased are adequate to provide sufficient service.

**Medium:** *A project will receive a “medium” rating if (it):*

- Project sponsor for service projects clearly identifies adequate cost-effectiveness indicators such as a constant travel times and cost per customer over time.
- Project sponsor for information based projects identify adequate cost-effectiveness indicators such as consistent cost per trip or cost per customer over time.
- Project sponsor for capital projects indicate that the purchase is generally accepted as the best product for the service being provided (either service or information), and provides justification.
  - Note: The purchase of vehicles utilizing hybrid or other “clean” technology that have not been market tested will be automatically scored high due to air quality and fuel efficiency benefits.
- Project is on-time and/or reliable most of the time and provides figures to support the claim or;
- Sponsor provides vague or non-descriptive figures.
- Provides connections to fixed-route transit network.
- Loosely identifies cost figures.
- Loosely identifies necessary purchases and justifies why costs and necessary purchases are not identified.

**Low:** *A project will receive a “low” rating if (it):*

- Project sponsor for service projects does not identify adequate cost-effectiveness indicators or identifies negative trends such as increasing travel times or cost per customer over time.
- Project sponsor for information based projects does not identify adequate cost-effectiveness indicators or identifies negative trends such as an increasing cost per trip or cost per customer over time.
- Project sponsor for capital projects does not provide justification for why capital purchase is being made or indicates that the product is new and has not been market tested for the service being provided (either service or information), and provides justification.
  - Note: The purchase of vehicles utilizing hybrid or other “clean” technology that have not been market tested will be automatically scored high due to air quality and fuel efficiency benefits.
- Project is never on-time or has not been reliable in the past or;
- Sponsor does not provide figures to support a claim of reliability.
- Does not induce transit ridership or connect to the fixed-route transit network.
- No cost figures are calculated or,
- Necessary vehicles or equipment are not identified.

## H. Benefit to Society (10 Points)

### Criterion Objectives:

- Ensure that projects are providing connections to important facilities such as hospitals, clinics, and employment or employment related services such as training or childcare.

### High: A project will receive a “high” rating if (it):

- Project sponsor clearly identifies that that project provides access or will provide access to necessary services including specialized medical facilities, employment, or employment related services and;
- Includes figures supporting the claim.
- Has clearly identified expected outcomes and those outcomes fill needs and gaps in the community.

### Medium: A project will receive a “medium” rating if (it):

- Project sponsor identifies that the project provides access to social, shopping, or cultural activities and;
- Provides figures supporting the claim or;
- Sponsor provides vague figures supporting claim of access to necessary services including specialized medical facilities, employment, or employment related services
- Partially identifies outcomes, but does not discuss the needs or gaps that those outcomes fill.

### Low: A project will receive a “low” rating if (it):

- Project will not provide access to necessary services including specialized medical facilities, employment, or employment related services or social, shopping, or cultural activities.
- Project sponsor does not provide figures identifying how many of the necessary services have been accessed or will be accessed.
- Does not identify expected outcomes of project implementation.

## I. Bonus Points (5 Points, all or nothing)

Project (will) directly provide(s) services or capital resources to one or more of the VISION 2040 adopted regional centers.

- **New Freedom:** Sponsor identifies how many one-way trips were/will be arranged or provided to and from regional centers for non-ADA eligible individuals.
- **JARC:** Sponsor has identified how many jobs were/will be accessed within regional centers.