

40918 - ORCA Expansion

Application Details

Funding Opportunity: 38335-2027-2029 Consolidated Grant Program - Mobility Management
Funding Opportunity Due Date: Sep 9, 2026 3:01 PM
Program Area: Consolidated Grant Program
Status: Under Review
Stage: Final Application

Initial Submit Date: Sep 9, 2026 2:12 PM
Initially Submitted By: Cecilia Franko
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

Active User*: Yes
Type: External User
Name: Salutation Cecilia Marie Franko
First Name Middle Name Last Name
Title: Grants Manager
Email*: CFranko@ccsww.org
Address*: 100 23rd Ave S

Seattle Washington 98144-5252
City State/Province Postal Code/Zip
Phone*: (206) 948-8984
Fax:
Comments:

Organization Information

Status*: Approved
Legal Name*: Catholic Community Services of Western Washington - King County
DBA Name*: Catholic Community Services of King County
Organization Type*: Non Profit
Organization Website: (Please enter http://... for this field)
Vendor ID: SWV001122313
SAM UEI #: UGEEK4U1JPN1
Physical Address*: 100 23rd Ave S

Mailing Address*:

Seattle Washington 98144-2302
City State/Province Postal Code/Zip
100 23rd Ave S

Remit to Address*:

Seattle Washington 98144-2302
City State/Province Postal Code/Zip
100 23rd Ave S

Phone*:

Seattle Washington 98144-2302
City State/Province Postal Code/Zip
(206) 328-6853 Ext.

Fax:**Fiscal Year End**

June

Last day of*:**Indirect Cost Rate:**

15.00%

IDR Expiration Date:

06/30/2025

Organization Contact Information

Organization Contact Information**Organization Director*:**

Erin Maguire
First Name Last Name
Director of Central Operations ErinMa@ccsww.org
Title Email Address

Applicant Contact*:

Cecilia Franko
First Name Last Name
Grants Manager CFranko@ccsww.org
Title Email Address

Project Contact:

First Name Last Name
Title Email Address

Summary of Project Information

Summary of Project Information

Identify whether the project in this application is sustaining, new, or expansion.

Need for Service:

Continuing service (new to this grant program)
Expansion can't be combined with sustaining existing service in the same application for the first biennium.

Capital equipment for a mobility management project includes items that have a useful life of more than one year, exceed your organization's capital cost threshold or \$10,000, and are subject to depreciation and inventory tracking.
Examples for mobility management include information kiosks and technology.

Does your mobility management project include the purchase of capital equipment*: No

Checking "Yes" for federal funds means that your organization is willing and able to comply with the associated federal requirements, such as federal drug and alcohol testing procedures, Title VI activities, and federal small business enterprise (FSBE) requirements. For examples of federal requirements from last biennium, refer to the [Public Transportation Grant Guidebook](#).

Willing to Accept FTA funds for the biennium*: Yes

If project is a purchase-of-service type, the eligible funding source and match rate may be affected.

Is this a purchase-of-service project?: No

If your organization has proof of 501(c) nonprofit status, the project may be eligible for state paratransit special needs competitive funds.

Does your organization have 501(c) nonprofit status?: Yes

Choose the congressional district(s), legislative district(s), and county(ies) this project will serve (include the entire project area)

[Congressional & Legislative District map](#)

Congressional District(s) 7,8,9

Select as many as apply

*:

Legislative District(s) 37

Select as many as apply

*:

County(ies) King

Select as many as apply

*:

Scope of Work

Scope of Work

Select the [Regional Transportation Planning Organization \(RTPO\)](#) / [Metropolitan Planning Organization \(MPO\)](#) that will be ranking this project from the drop-down menu.

RTPO/MPO*: Puget Sound Regional Council

Project Summary (Scope)

Provide a brief, high-level description of what your project proposes to do (address what the project is, whom it serves, and where the service occurs).

WSDOT will use this information to develop the project scope for the grant agreement and may also use it to describe the project to the Legislature.

Proposed summary/scope of work*:

Expand mobility management services countywide by restoring a Mobility Management Supervisor and adding a Mobility Access Coordinator to deliver ORCA LIFT reduced fares and subsidized pass enrollment, transportation navigation, travel training, outreach to low-income King County residents and people with disabilities.

Project Description

Provide a detailed description of the tasks, activities, and deliverables your project will complete. Your narrative should reflect the full life of the project and demonstrate how the proposed activities align with the grant program's goals.

Description of project*:

Catholic Community Services (CCS) currently operates a transportation access program through a partnership with Public Health Seattle & King County (PHSKC). Under a \$105,000 annual contract, CCS provides ORCA LIFT enrollment and outreach services through one Mobility Access Coordinator, assisting approximately 200 enrollments and renewals each month. Services are available to any eligible King County resident.

WSDOT funding will expand this existing program by supporting a Mobility Management Supervisor (1.0 FTE) and adding a second Mobility Access Coordinator (1.0 FTE). Together with the existing PHSKC-funded position, the expanded team will increase enrollment capacity and broaden access countywide.

Project activities during the 2027-2029 biennium include: ? Expanding ORCA LIFT enrollment and renewal assistance toward daily availability.

? Conducting transportation assessments and mobility screening.

? Providing travel training and navigation support for public transit services.

? Increasing community outreach and mobility education.

? Connecting participants to transportation resources and specialized providers.

? Coordinating with transit agencies, healthcare systems, housing providers, and community organizations.

Services remain open to all eligible King County residents and build on an established, successful program rather than creating a new service.

Project Need

Why is this project needed, and how does this proposal address the need? How would the community be affected if the grant is not awarded?

Include a description of the transportation problem that aligns with the need identified in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP). Explain how the problem was identified and describe how the proposed project will address it.

Need*:

PSRC's 2026 Coordinated Mobility Plan (CMP) identifies an Awareness Gap and an Affordability Gap: many residents do not know what transportation options exist or whether they qualify, while others cannot afford available services. This project directly addresses Need #5, "More rider education opportunities and awareness of available transportation services," through Strategy 5, identifying Mobility Management as the recommended project type. The project also advances Need #6, improved access to healthcare and essential services.

The need is significant. King County has 238,000 residents with disabilities, many living in low-income households. Regionally, 14% of households have no vehicle and 29% of residents do not drive. More than 13,000 King County residents are eligible for the Housing and Essential Needs (HEN) program and therefore qualify for ORCA LIFT's subsidized annual pass.

CCS sees this need through its ORCA LIFT program. Demand exceeds available enrollment capacity, fewer enrollment options elsewhere have increased reliance on community-based access points. In July 2026, 13,817 individuals were HEN-eligible. Staff will complement the project by helping participants identify transportation barriers and connect transportation solutions with housing, healthcare, benefits, food, employment, and other stabilization needs. If not awarded, we will have limited capacity for this coordination, leaving more low-income residents without affordable access to services.

Area Served

Is this project primarily serving a rural area?*

No
Any service that supports public transportation in rural areas with populations less than 50,000.

Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?:

Yes

Special Needs Transportation

To be eligible for special needs transportation funding, applicants must address how their project advances the efficiency in, accessibility to, or coordination of transportation services provided to persons with special transportation needs, as defined in [RCW 81.66.010\(3\)](#).

Does this project advance efficiencies in, accessibility to, or coordination of special needs transportation?*

Yes

Describe how your project advances these areas, and the approach you are using to achieve these improvements. Additionally, identify the special needs population(s) to be served by this project.

Special Needs Transportation:

Yes. The project serves people who meet the RCW 81.66.010(3) definition on multiple counts: people with physical, behavioral health, and substance use disabilities; low-income residents; and older adults. Accessibility improves because staff enroll residents in ORCA LIFT, the Regional Reduced Fare Permit, and the Subsidized Annual Pass, and teach them to use fixed-route bus, light rail, Metro Flex, and Metro Access independently. Efficiency improves because trips that would otherwise go unmade, or be made on higher-cost specialized service, shift to fixed route where fixed route works, and because expanding to daily walk-in access removes the scheduling barrier that currently turns residents away. Coordination improves through the ongoing PHSKC partnership, participation in the King County Mobility Coalition, referrals through One Call/One Click and Find-A-Ride, and direct work with King County Metro on fare programs and Metro Access eligibility.

Project Staff

Provide the names of the key staff who will be working on this project, along with their years of experience and relevant qualifications. Include their experience managing similar projects, with specific attention to responsibilities for grant financial management, budget oversight, documentation, and compliance.

Project Staff*:

Lisa Tsan, Program Manager II - Over 2 years with CCS. Provides the 0.10 FTE program management support budgeted in this project: staff supervision, fiscal oversight, contract management, grant compliance, reporting, and partnership development. Lisa is supervising the current ORCA LIFT Mobility Access Coordinator.

Mobility Management Supervisor (1.0 FTE) - Recruitment begins upon award. Provides program leadership, staff training and supervision, partnership development, regional transportation planning participation, quality assurance, and performance measurement. This position will also directly enroll clients and engage in outreach activities to increase enrollment and access. CCS previously held this position and has an established position description. Candidates with lived experience and additional languages will be competitive for this role.

Mobility Access Coordinator (1.0 FTE) - Recruitment begins upon award. Conducts outreach, ORCA LIFT enrollment and renewals, transportation

navigation, referrals, and travel training. Candidates with lived experience and additional languages will be competitive for this role.

Existing ORCA enrollment staff funded through PHSKC continue in place, giving the project trained personnel and established enrollment procedures from day one.

Relationship to Other Projects

Relationship to Other Projects

Is this project dependent on any other projects submitted by your organization?*: No

Did you, or will you, apply for this project in another grant program this biennium?*: No

Have you applied for the same project in a prior biennium and did not receive funding?*: No

Are you applying for other projects within this funding opportunity?*: No

Planning and Coordination

Coordinated Public Transit - Human Services Transportation Plan

Coordinated Public Transit - Human Services Transportation Plan	Page number(s) or TBD	How is the need in the CPT-HSTP met by this project?
---	-----------------------	--

No Data for Table

Cross-region Project

Does this project have a service area that crosses RTP/MPO planning boundaries?*: No

Project Coordination

Describe coordination efforts. Include details such as:

- How is the project reflected in regional plans?
- Which prioritized strategies are being addressed?
- Who was involved in defining the transportation problem?
- Other alternatives considered for addressing the problem.
- Demonstrations of local/regional coordination in implementing the proposed project.

Coordination Efforts*:

CCS coordinates with PSRC as the ranking planning organization and participates in the King County Mobility Coalition [name participant and since when]. The project's foundation is an active partnership with Public Health Seattle & King County, which funds ORCA LIFT enrollment and provides training and coordination. CCS works directly with King County Metro on ORCA LIFT, the Regional Reduced Fare Permit, the Subsidized Annual Pass, and Metro Access eligibility, and refers residents through Hopelink's One Call/One Click and Find-A-Ride.

The project does not duplicate existing services. It expands a community-based enrollment and navigation access point that regional partners already rely on, at a time when enrollment pathways through other systems have narrowed.

By selecting yes, you acknowledge that you coordinated or will coordinate this project with the planning organization(s) within the region(s) this project serves*: Yes

How does your project connect to, coordinate with, leverage, or enhance other modes of transportation in your service area (e.g., aviation, intercity bus or rail, park-and-rides, bicycle/pedestrian)?

In your response, include how the multimodal partnerships for this project will improve or enhance access to social services.

What efficiencies will be gained within the service area as a result of this project?

Multimodal Partnerships*:

Residents served by this project travel on the existing multimodal network rather than on services CCS operates. The project connects them to

King County Metro fixed-route bus, Sound Transit Link light rail and Sounder commuter rail, Metro Flex on-demand microtransit, Metro Access ADA paratransit, and the King County Water Taxi - all reachable through the regional ORCA fare system, the interoperability layer that lets a single reduced-fare card work across every provider. ORCA LIFT enrollment is therefore multimodal by design: one enrollment unlocks the full regional network.

Travel training covers first- and last-mile access - walking routes to stops, transit center and park-and-ride navigation, and where bicycle and pedestrian connections are safe. The CMP identifies infrastructure as the highest-ranking need raised by priority populations (Ch. 3); staff document specific barriers and route them to the responsible jurisdiction and to KCMC.

The efficiency gain is that trips shift onto fixed route where fixed route works, preserving higher-cost paratransit capacity for residents who require it.

Budget

Duration of Project

Duration of Project*: Two Years

Expenses

Expenses	If Other, List the Expense	** July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	Variance Between Biennia	** July 1, 2029 - June 30, 2031 (Projected)	Variance Between Biennia
Labor & Benefits		\$394,000.00	\$413,000.00	4.82%	\$433,650.00	5.00%
Project Supplies		\$15,000.00	\$15,500.00	3.33%	\$16,000.00	3.23%
Training		\$2,500.00	\$2,750.00	10.00%	\$3,000.00	9.09%
Vehicle Use Fees		\$6,000.00	\$6,500.00	8.33%	\$7,000.00	7.69%
		\$417,500.00	\$437,750.00		\$459,650.00	

Sources of Revenue/Match

Revenue/Match Source	If Other, List the Source	** July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	** July 1, 2029 - June 30, 2031 (Projected)
Local: Other	PHSKC Grant	\$95,000.00	\$105,000.00	\$110,000.00

Fares and Donations

Row	July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	July 1, 2029 - June 30, 2031 (Projected)
Fares and rides donations	\$0.00	\$0.00	\$0.00

Variances

Variance between 2025-2027 and 2027-2029: 4.85%

Variance between 2027-2029 and 2029-2031: 5.00%

Variances:

Cost of living increase between the years.

Other Sources and In-Kind Match

Other Sources*:

n/a

Are you using in-kind match?*: No

Other Support

Other Support:

Budget Development Methodology

Budget development methodology*:

The budget covers July 1, 2027 through June 30, 2029 and totals \$480,125.

Labor and benefits (\$394,000) was built from CCS's classification schedule using current fully-loaded annual salary and benefit costs: Program Manager II at \$101,797, Supervisor II at \$95,255, and Outreach Coordinator at \$80,470. A 3 percent cost-of-living adjustment is applied in each year of the biennium, consistent with CCS compensation policy. Positions are budgeted at the second-year adjusted rate across both years to accommodate compensation adjustments during the grant term, producing \$202,000 for the Mobility Management Supervisor (1.0 FTE), \$170,500 for the Mobility Access Coordinator (1.0 FTE), and \$21,500 for Program Manager support (0.10 FTE). Program Manager costs are excluded from the indirect cost base to prevent duplicate recovery.

Outreach mileage (\$6,000) assumes 75 miles per week at \$0.76 per mile across two years, reflecting staff travel to outreach and enrollment sites countywide.

Outreach materials and postage (\$8,000) covers printed transportation and enrollment materials and periodic large-scale client mailings. General supplies, training, and meetings (\$2,500) and technology and communications (\$4,000) are based on CCS's current costs for comparable positions. Translation and accessibility materials (\$3,000) reflects vendor rates for translation, interpretation, and accessible-format production.

Indirect costs (\$62,625) are applied at 15 percent de minimis of total direct costs, documented in the attached certification.

Summary

July 1, 2027 - June 30, 2029

Total Expenses:	\$437,750.00
Match Total:	\$105,000.00
Requested Amount:	\$332,750.00 This is the amount of grant funds your organization is requesting from July 1, 2027 - June 30, 2029
Percentage of Match:	23.99%

July 1, 2029 - June 30, 2031

Total Expenses:	\$459,650.00
Match Total:	\$110,000.00
Requested Amount:	\$349,650.00 This is the amount of grant funds your organization is requesting from July 1, 2029 - June 30, 2031
Percentage of Match:	23.93%

Indirect Costs

Indirect Costs

Are you charging indirect costs to this grant/project?* Yes

Select the method your organization uses to apply indirect costs to this project.

Method*: De minimis rate self-certification

Measurable Outcomes

Measurable Outcomes

For mobility management, summarize the intended outputs of this project in both quantitative (statistical) and qualitative (narrative) formats.

There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply. In those cases, quantitative objectives can be used instead by submitting the following information: the number of trainings conducted, outreach events completed, passengers served, or other measurable outcomes generated by this project.

Identify the data sources and monitoring processes you will use to track these outcomes.

Be sure to include a quantitative output, as this will serve as the baseline measurement for your next biennium application. Qualitative measures are optional.

Intended Outputs*:

Increase ORCA LIFT enrollments and renewals from approximately 2,400 annually to 6,000 annually (total of 12,000 over 2 years). This includes the Regional Reduced Fare Permit and Subsidized Annual Pass.

Expand public enrollment availability from 2 weekly service windows to 5 days per week, ensuring daily walk-in access.

Complete 14,400 transportation assessments and mobility screenings.

Provide transportation navigation and training to 12,000 unique individuals.

Conduct 288 community outreach events across King County.

Make 1200 referrals to specialized transportation providers.

Distribute 1500 transportation resource materials, including at least 250 in languages other than English or in accessible formats.

Each year, achieve 75% or more of surveyed participants reporting that the ORCA subsidized annual pass helped them access essential services they otherwise would have had difficulty reaching, including healthcare, housing, employment, benefits, food, and educational opportunities.

Each year, achieve 75% or more of surveyed participants reporting that the ORCA subsidized annual pass reduced financial strain by lowering their monthly transportation costs, allowing them to use limited income for other basic needs such as housing, food, utilities, or healthcare.

How will your organization measure whether the project is successful?

Describe the steps you will take to improve performance if your project does not meet the identified performance targets.

Project Success Measurement*:

Measuring success. Each target is tracked as a discrete, countable record in our client database and reconciled monthly against ORCA enrollment records. Staff log every enrollment and renewal (ORCA LIFT, Regional Reduced Fare Permit, Subsidized Annual Pass), assessment and mobility screening, navigation or training contact, outreach event, referral, and resource item distributed, flagging language and accessible format. Unique individuals are de-duplicated by client ID; enrollment access is tracked as days open per week and walk-in volume per site. A monthly dashboard compares actuals to the pace required for annual goals: 6,000 enrollments/renewals, 7,200 assessments, 6,000 individuals served, 144 outreach events, 600 referrals, and 750 resource items, with 5-day walk-in availability maintained. Participant outcomes are measured by a short survey administered 3 to 6 months after enrollment, offered in multiple languages and accessible formats and by phone, in person, or in writing, testing the two 75% indicators: improved access to essential services and reduced financial strain.

Leadership reviews the dashboard monthly; a quarterly review documents variance, root cause, and action.

If targets are not met. Any measure below 90 percent of pace at a quarterly review triggers a written corrective action plan within 30 days naming the cause, the intervention, the responsible staff, and the date the gap closes. Steps escalate:

Diagnose. Disaggregate results by site, day, staff, language, and referral source to locate the shortfall rather than adding effort everywhere.

Adjust operations. Reallocate staff hours to high-demand windows, extend or relocate enrollment sites, add appointment capacity, and redirect outreach to ZIP codes and partners producing the fewest contacts.

Strengthen partnerships. Re-engage low-yield referral partners, recruit replacements, and co-locate enrollment at housing, health, food, and benefits sites.

Improve delivery. Provide refresher training, revise scripts and materials, and add translations or accessible formats where specific groups are underserved.

Escalate. After two consecutive quarters below target, executive leadership reviews staffing, budget, and target feasibility and notifies the funder with a revised plan.

Survey results below 75 percent trigger follow-up interviews with dissatisfied respondents to identify barriers and adjust services.

Milestones

Readiness to Proceed

Will your project be ready to proceed at the start of the biennium?*: Yes

Milestones

Activities	Date (mm/yy)
Project Start	07/27
Project Complete	06/29

Supplemental Information

Supplemental Information

Supplemental Information:
n/a

Vulnerable Populations in Overburdened Communities & Tribes

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits your project provides to vulnerable populations using the descriptions above, if applicable. Explain how your project delivers these benefits and the impact it will have on the populations served.

Vulnerable Populations in Overburdened Communities*:

This project meets a community need identified by vulnerable members of the community (RCW 70A.65.230(1)(a)) and directly benefits vulnerable populations under RCW 70A.02.010(14): low-income residents, people with disabilities, and racial and ethnic minorities, who are over-represented among ORCA LIFT-eligible households.

ORCA LIFT eligibility is set at 200 percent of the federal poverty level, so every person this project enrolls is low-income by definition. Regionally, 32 percent of people with disabilities live in low-income households - nearly double the rate for people without disabilities - and 14 percent live in zero-vehicle households (PSRC 2026 CMP, Tables 9 and 2).

Outreach and enrollment occur in and around communities carrying high cumulative environmental health burdens, including [verify your service locations against the Washington Environmental Health Disparities map before submitting].

The project supports community response to climate impacts by converting eligibility into actual transit use. Each resident enrolled in ORCA LIFT or the Subsidized Annual Pass gains durable, affordable access to the regional network, and trips that might otherwise be made by single-occupancy vehicle, taxi, or not at all shift onto low-emission shared modes.

If these populations were engaged by you or your representatives in developing or maintaining the project, describe the outreach efforts and results. Include details such as methods used to engage the community, feedback received, and how the input influenced the project's design or implementation.

Inclusive outreach in planning:

Feedback was gathered through ORCA enrollment encounters, documented demand exceeding available windows from ORCA requests and HEN clients list.

Tribal Support

Is this project directly operated by a tribe?*: No

Is your project serving and is it supported by a tribal nation in Washington?: No

Environmental Justice

Environmental Justice Assessment (EJA)

You must conduct an Environmental Justice Assessment (EJA) if you apply for \$15 million or more in grant funds.

Are you requesting \$15 million or more in WSDOT funds for your proposed project?: No

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Required for all projects						
Population density map	✓	Density Map	CCSKC_Ops1_ORCAKing_PopulationDensityMap.pdf	pdf	1019 KB	09/09/2026 01:05 PM
Service area map	✓	Service Area	CCSKC_Ops1_ORCAKing_ServiceAreaMap.pdf	pdf	866 KB	09/09/2026 01:05 PM
Required for new nonprofit applicants only						
501(c) IRS Letter of Determination						
WA Utilities & Transportation Commission (UTC) Certification (required for new nonprofit applicants that are direct service providers)						
Conditionally required						
Indirect costs documentation - de minimis rate self-certification; negotiated indirect cost rate letter from cognizant agency; or a cost allocation plan		Indirect Rate Cert	De Minimis Cert- CCSWW.docx	docx	65 KB	09/09/2026 12:46 PM
In-kind match valuation proposal (required for operating & mobility management projects that are proposing to use in-kind as matching funds)						
Procurement policy (required for new applicants or existing grantees without a current policy on file with WSDOT if this project includes the procurement of services or capital assets)						
Correspondence from a tribe in support of your project (if project is serving and supported by tribe(s). Not required if the applicant is a tribe.)						
Optional attachments						
Letters committing matching funds						
Letter of concurrence (for projects that operate in multiple planning regions)						
Letters of support (combine into one file attachment)						
Supplemental information						
Optional construction attachments						
NEPA/SEPA assessment, if available						
Supplemental construction project information (building or site designs, site plans, location exhibits, etc.), if available						

Certification

Certification

I certify, to the best of my knowledge, that the information in this application is true and accurate and that this organization has the necessary fiscal, data collection, and managerial capabilities to implement and manage the project associated with this application:

Certification*: Yes

Application Authority*: Erin Maguire
First Name Last Name

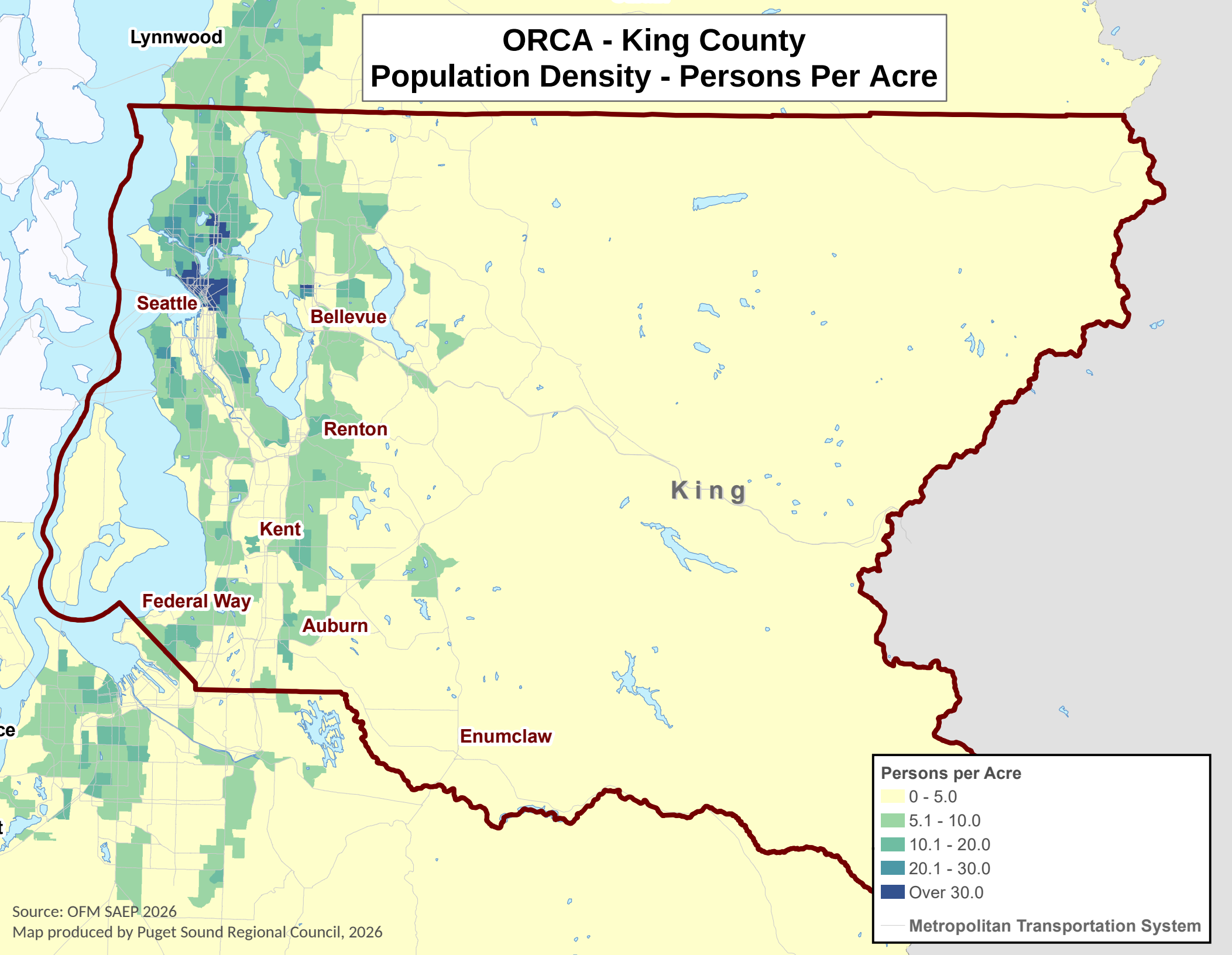
Title*:

Agency Director

Date*:

09/09/2026

ORCA - King County Population Density - Persons Per Acre



Catholic Community Services ORCA Service Area

