

# 16281 - Road to Independence

## Application Details

**Funding Opportunity:** 15642-2023-2025 Consolidated Grant Program - Operating  
**Funding Opportunity Due Date:** Oct 27, 2022 3:01 PM  
**Program Area:** Consolidated Grant Program  
**Status:** Editing  
**Stage:** Final Application

**Initial Submit Date:**  
**Initially Submitted By:**  
**Last Submit Date:**  
**Last Submitted By:**

## Contact Information

### Primary Contact Information

**Name:** Ms. Jacqueline Middle Name Mann  
Salutation First Name Last Name  
**Title:** Director  
**Email\*:** [jmann@psesd.org](mailto:jmann@psesd.org)  
**Address\*:** 800 Oakesdale AV SW  
  
Renton Washington 98057-5221  
City State/Province Postal Code/Zip  
**Phone\*:** (425) 917-7886 Ext.  
Phone  
###-###-####  
**Fax:** ###-###-####

### Organization Information

**Legal Name\*:** Puget Sound Educational Service District  
**DBA Name\*:** Puget Sound Educational Service District  
**Organization Type\*:** School District  
**DUNS #:** 194547881  
#####  
**Unique Entity Identifier (UEI):** M3T2C2UNVYN7  
**Organization Website:** <https://psesd.org>  
(Please enter http://... for this field)  
**Physical Address\*:** 800 Oakesdale Ave SW

**Mailing Address\*:**

Renton Washington 98057-5221  
City State/Province Postal Code/Zip  
800 Oakesdale Ave SW

**Remit to Address\*:**

Renton Washington 98057-5221  
City State/Province Postal Code/Zip  
800 Oakesdale Ave SW

**Phone\*:**

Renton Washington 98057-5221  
City State/Province Postal Code/Zip  
(425) 917-7793 Ext.  
### ### #####

**Fax:**

(425) 917-7799  
### ### #####

**Fiscal Year End**

**Last day of\*:**

August

## Organization Contact Information

### Organization Contact Information

Organization Director

**Name\*:**

John Welch  
First Name Last Name

Superintendent [JWelch@psesd.org](mailto:JWelch@psesd.org)  
Title Email Address

Applicant Contact

**Name\*:**

Jacqueline Mann  
First Name Last Name

Senior Planner, Transportation Planning [JMann@psesd.org](mailto:JMann@psesd.org)  
Title Email Address

Project Contact

**Name\*:**

Jacqueline Mann  
First Name Last Name

Senior Planner, Transportation Planning [JMann@psesd.org](mailto:JMann@psesd.org)  
Title Email Address

## Summary of Project Information

### Summary of Project Information

PLEASE NOTE:

**OPERATING- General operating assistance** ? Select this option if you are a transit agency and are submitting only one operating project that includes all of the transportation services your organization provides (maximum grant request of \$ 1.5 million).

**OPERATING- Operating assistance for a specific service** ? Select this option if your organization is submitting an application for specific services you provide.

**Operating Type\*:** Operating assistance for a specific service

Refer to the glossary in the [Consolidated Grants Guidebook](#) for service-type definitions.

**Service Type\*:** Commuter service,Demand-response,Volunteer Driver Program

Select either ?Sustain Existing Service? or ?Expand Service.?

**Need for Service\*:** Sustain existing service

Select One

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements. For an example of last biennium's federal requirements see the [Consolidated Grants Program Guidebook](#).

**Willing to Accept FTA funds for the biennium?\***: Yes

Select all of the Congressional District(s), Legislative District(s) and County(ies) the project will serve.  
[Congressional & Legislative District map](#)

**Congressional District(s)\*:** 10,6,8,9

**Legislative District(s)\*:** 02,05,11,25,26,27,28,29,30,31

**County(ies)\*:** King,Pierce

**Duration of Project\*:** Four Years

### Dependency on Other Projects

Dependent on other projects?	Project Title
No Data for Table	

## Scope of Work

### Project Description

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

**RTPO/MPO\*:** Puget Sound Regional Council

**Is this project primarily serving a rural area?\***: Yes 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?\***: No

Provide a brief, high-level description of what your project proposes to do (address who, what and where).  
 This description may be used to describe your project to the Legislature.

**Proposed scope/description of the work.\*:**

The RTI program serves special needs individuals in rural south King and east Pierce counties, where there is little or no public transportation. The program contributes to economic development and enhances quality of life by providing: Certified Driver License (CDL) training and licensing so low-income individuals may obtain a family wage, and

Why is this project needed, and how does this proposal address the need?

Describe why you are pursuing the proposed project. Include a description of the transportation problem that needs to be addressed, how the problem was identified, and how the proposed project will address the problem.

**Need\*:**

Since 1999, RTI has filled a critical need for those special needs populations who live in rural areas and lack personal transportation. RTI fills a Spatial and an Institutional Gap by providing seamless mobility access to urban areas and between King County and Pierce County. When another transportation provider cannot serve the rider due to service level restrictions, RTI has no limits and serves the need. RTI addresses the Awareness Gap by customizing to special needs including language translation services and offering door-to-door service for safety and ease. Without RTI, there would be a huge hole leaving many stranded without medical, social, and personal services. The program is aligned with two of PSRC's high priority strategies: (1.1) Promote increased coordination between transportation providers to provide cross jurisdiction and/or cross-agency transportation that reduces the need for long transfer wait times; and (2.1) Expand service levels to provide regular transit and specialized transportation services at times they are needed, especially within equity focus areas. RTI's program staff address the need for better coordination between service providers by actively participating in the Pierce County Coordinated Transportation Coalition, King County Special Needs Mobility Coalition, and South King Special Needs Mobility Coalitions where transportation agencies convene to ensure that services are unduplicated and are tailored to the special needs of riders.

Describe coordination efforts with your regional planning organization.

Include details such as inclusion in regional plans, what prioritized strategies are being addressed, who was involved in defining the problem, other alternatives that were/are being considered for solving the problem, and demonstrations of local/regional support for implementing the proposed project.

**Coordination Efforts\*:**

The Road to Independence program first started and was implemented when Pierce Transit and various community agencies came together in 1999 to discuss transportation gaps in Pierce County that fixed route transit was not able to fulfill. RTI continues to participate in various special needs coalition meetings, community meetings, forums, work fairs to share information about the program and to listen to what other areas still

need because of service gaps. RTI is included in the PSRC Coordinated Transit Human Services Transportation Plan (2022-2050), as well as the King County's and Pierce County's Coordinated Special Needs Transportation Plans. RTI is aligned with all three of PSRC's goals: #1-Put People First (Quality), #2-Move People Efficiently (Efficiency), and #3-Move More People (Mobility). The program's demand-response van service fulfills two of PSRC's high priority strategies: Strategy 1.1 - Promote increased coordination between transportation providers to provide cross jurisdiction and/or cross-agency transportation that reduces the need for long transfer wait times; and Strategy 2.1 - Expand service levels to provide regular transit and specialized transportation services at times they are needed, especially within equity focus areas. The program also aligns with Pierce County's Aging and Disability 2020-2023 Plan, which has Transportation as a Level One priority. Those strategies are fulfilled by providing convenient and reliable special needs transportation to connect rural residents with services and coordinating with transportation providers and human service agencies for seamless services and mobility options through active participation on the Pierce County Coordinated Special Needs Coalition, the King County Special Needs Coalition, and the South King County Special Needs Coalition.

How does the project advance efficiencies in, accessibility to, or coordination of transportation services provided to persons with special transportation needs?

To be eligible for funding for special needs transportation, [RCW 47.01.450](#) requires that applicants address how their project advances the efficiency, accessibility, and/or coordination of special needs transportation.

Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population to be served by this project.

#### **Special Needs Transportation:**

New requests come to RTI daily to serve people with special needs who need to get to employment and access other services that directly enhance their quality of life. PSESD is a member of Pierce County Coordinated Transportation Coalition, King County and South King County Special Needs Mobility Coalitions where transportation agencies meet and work together to ensure that services are unduplicated and are customized to meet the special needs of riders. South Sound 2-1-1 call center, operated by United Way of Pierce County, is a member of the Pierce County Coordinated Transportation Coalition. 2-1-1 Call Center conducts centralized intake for the clients and directs callers to the transportation service that best meets their needs. RTI is in close communication with Beyond the Borders and other Coalition members to effectively serve people in rural areas who are older, low-income, and those with disabilities, and to avoid duplication and promote cost-efficiencies. RTI demonstrates three unique features: (1) RTI is the sole PSRC special needs program that transports riders across Pierce/King County lines (besides Sound Transit); (2) RTI also offers the only Commercial Drivers License training for low-income individuals and veterans referred by social services. These trainees, in turn, drive the PSESD agency vans to transport rides for the program's special needs riders. Graduates fill the pressing demand for certified school bus, transit companies and other industry driver positions and can go on to earn family-wage jobs; and (3) the program does not limit the number of trips that passengers can take.

**For operating, mobility management and capital projects:** How will your organization measure whether the project is successful and improves the efficiency and effectiveness of public transportation?

Identify data sources and monitoring processes. Explain how the project provides more efficient and effective transportation services to the target population(s) within the community. Describe strategies or steps to be taken if the project does not meet its performance targets.

**For Planning Projects:** How will your organization measure the planning project's success?

Identify data sources used in the planning process.

#### **Measurement of Efficiency and Effectiveness\*:**

RTI has established quantitative and qualitative indicators that are recorded, monitored, evaluated, and reported monthly. These include revenue vehicle hours and miles, passenger trips, the number and types of trips, referrals by social service agencies to CDL driver training classes and participant outcomes, destinations of riders, and customer feedback. Riders are referred to RTI and other providers through the United Way of Pierce County 2-1-1 Call Center to avoid duplication and maximize effectiveness and efficiency of each program. PSESD and program partners contribute in-kind personnel and supplies to maximize cost-effectiveness. Should RTI fall below performance targets, program staff will internally monitor and review service levels and develop new strategies. The program manager will meet with human service and transportation partners to ensure they are advertising the driver training and the door-to-door rider services. Outreach and marketing efforts are continuously explored and pursued. RTI markets online and through personal contacts to actively develop new partnerships to recruit both riders and drivers. For example, activating PSESD's Family Services to make parents aware of the CDL training program. The program manager consults with PSRC and WSDOT representatives where appropriate.

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

Describe how this project supports and interacts with other modes of transportation in the project area. Does this project enhance other transportation or social services within your organization or among partners?

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

#### **Other Modes of Transportation\*:**

RTI has established a strong alliance with the United Way of Pierce County. The 2-1-1 specialists personally inform callers about how to make transportation connections as needed. RTI also works with transportation providers in east Pierce County to ensure coordination of trips with no duplication. Other providers include: Catholic Community Services, Pierce Transit, Pierce Transit Shuttle, Sound Transit, Transpro/Around the

Sound, and Paratransit Services. If the rider reaches a limit on other modes of transportation, RTI can fill the need. Riders may need RTI for one segment of their trip to connect to Park 'N Ride, a rail stop or a bus. Examples: 1) When Beyond the Borders clients have used up their allotted time for the month, RTI fills the gaps with demand-response service; 2) RTI's client "Tom" rides the vans when the weather is inclement; then he uses his bicycle on nicer days. This gives him options so he can always get to work; and 3) Another RTI client rides Sound Transit from Puyallup to Auburn in the morning when bus service is available. In the evening, when bus service is not available, RTI vans take him safely back home across counties.

Identify the project staff for this project. What type of experience do these individuals have with grant management?

Provide the names and experience of the key staff that will be working on this project, including their experience managing projects similar to the proposed project.

#### Project Staff:

Jacqueline Mann, PSESD, Director of Transportation, founded the RTI Van program in 1999 and is the lead grant manager. She has been responsible for directing, developing, and implementing employment and training grants and opportunities for low-income/TANF (welfare) families with young children. She has successfully managed past federal, state, and private transportation grants for low-income, special needs and seniors funded through PSRC, WSDOT, JARC, FTA, DSHS and a collaborative of government and private resources. Davina Miller-Leach, PSESD, RTI Transportation Coordinator. Davina has been with PSESD since 2021 and responsibly leads the recruitment of candidates for the CDL driver training program, assists in training, schedules drivers, and monitors/records program data. She also facilitates new agency partnerships to arrange rides for clients. Davina collaborates with other transportation providers and social service agencies to ensure that the needs are met of the communities served by the PSESD RTI program.

#### Coordinated Public Transit - Human Services Transportation Plans (CPT - HSTP)

Coordinated Public Transit- Human Services Transportation Plan	Page number(s) or TBD
Puget Sound Regional Council	B-64, B-79

## Budget

#### Expenses

Expenses	If Other, Please List	** July 1, 2021 - June 30, 2022 (Actual)	** July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Variance Between Biennia	** July 1, 2025 - June 30, 2027 (Projected)	Variance Between Biennia
Labor & Benefits		\$236,795.00	\$272,205.00	\$509,000.00	\$600,000.00	17.88%	\$720,000.00	20.00%
Fuel & Lubricants		\$20,754.00	\$22,000.00	\$42,754.00	\$50,000.00	16.95%	\$60,000.00	20.00%
Contracted Services - Transportation		\$3,941.00	\$2,394.00	\$6,335.00	\$6,000.00	-5.29%	\$7,200.00	20.00%
Maintenance Parts & Supplies		\$10,147.00	\$7,853.00	\$18,000.00	\$20,000.00	11.11%	\$24,000.00	20.00%
Other	Match	\$180,733.00	\$187,305.00	\$368,038.00	\$610,279.00	65.82%	\$632,480.00	3.64%
		<b>\$452,370.00</b>	<b>\$491,757.00</b>	<b>\$944,127.00</b>	<b>\$1,286,279.00</b>		<b>\$1,443,680.00</b>	

#### Revenue and/or Match

Revenue and/or Match Sources	If Other, Please List	** July 1, 2021 - June 30, 2022 (Actual)	** July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	** July 1, 2025 - June 30, 2027 (Projected)
Local: In-kind		\$255,216.00	\$255,216.00	\$510,432.00	\$226,888.00	\$226,888.00
Local: Other	Match	\$180,733.00	\$187,305.00	\$368,038.00	\$383,391.00	\$405,592.00
State: Regional Mobility Grant		\$286,000.00	\$286,000.00	\$572,000.00	\$0.00	\$0.00
		<b>\$721,949.00</b>	<b>\$728,521.00</b>	<b>\$1,450,470.00</b>	<b>\$610,279.00</b>	<b>\$632,480.00</b>

#### Summary of Awarded Amount for July 1, 2023 - June 30, 2025

Requested Amount: \$676,000.00

Revenue / Match Amount: \$610,279.00

**Summary of Awarded Amount for July 1, 2025 - June 30, 2027**

Requested Amount: \$811,200.00

Revenue / Match: \$632,480.00

**Variances**

Variance between 2021-2023 and 2023-2025: 36.24%

Variance between 2023-2025 and 2025-2027: 12.24%

**Variances:**

We have worked to build fair and realistic budget forecasts to account for expected and unexpected increases in expenses over the life of the grant. Our budget will increase primarily due to the inability to find volunteers, the increased use of interns, and responsibly increasing intern pay from \$15 to \$18 per hour. Increased fuel prices, maintenance costs for an older fleet, and the inability to find donated or surplus vehicles also all contribute.

**Other Sources**

**Other Sources\*:**

PSESD will leverage in-kind and cash resources in cooperation with established and committed partners for the period of July 1, 2023 - June 30, 2027. In-kind resources include: - Trillium Employment Services provides staff time for client referrals valued at \$139,776 - PSESD Head Start, ECEAP, and Early Head Start create impactful connections, through direct promotion and events, between the training program and the parents of school children. The staff members' effort and time is valued at \$250,000 - PSESD staff provide the CDL training, which is valued at \$64,000 Cash resources include: PSESD salaries, benefits, and facilities totaling \$658,983 and PSESD Courier Services valued at \$130,000.

**Comments**

**Comments\*:**

Given the unprecedented changes due to the COVID-19 pandemic, developing the budget required more than simply evaluating budget trends over the past years of the program. While that data was valuable, the project team instead took a more holistic approach - considering historic service levels, demand shifts in recent years due to population trends (aging and migration), and anticipated changes associated with local, regional, and global economic forecasts. All of this data and information were then considered when developing the budget for program expenses. In terms of the revenue portion of the budget, a notable change since the previous application, both as a function of evolving regional dynamics and the impact of the COVID-19 pandemic, is that PSESD has avoided pursuing any matches and/or partnerships with organizations that seem unlikely to be able to fulfill match commitments. We have utmost confidence that all in-kind matches will be completely fulfilled to the total of \$453,776. In terms of the local cash match (\$788,983), we have worked with our internal staff to determine responsible numbers that correspond to anticipated increases in staff salaries and rising costs for courier services.

**DBE Goals**

DBE Goals	Percentage	Efforts	No DBE
No	0.00%	DON'T FORGET TO COMPLETE THIS SECTION!!!!	
No	0.00%	PSESD is a public agency that is in compliance with RCWs and WACs governing school districts and Educational Service Districts. This includes those rules for purchasing and bids. PSESD utilizes race and gender-neutral measures in sub-contracting and hiring of personnel. No evidence exists of discrimination in hiring or contracting. In fact, PSESD staffing goals reflect the agency's mission of being an antiracist, multicultural organization. Currently, our diverse staffing goals and status toward those goals are as follows: (a) 10% minority owned businesses (certified by Office of Minority and Women's Business Enterprises (OMWBE)), (b) 6% women-owned businesses (certified by OMWBE), (c) 5% veteran-owned businesses (certified by the state Department of Veterans Affairs), (d) 5% small businesses (self-identified in the Washington Electronic Business Solution (WEBS)). PSESD makes good faith efforts to encourage and contract with women and minority owned businesses to support DES goals.	

**Summary**

July 1, 2023 - June 30, 2025

Expense Total: \$1,286,279.00

**Revenue Total:** \$610,279.00

**Requested Amount** \$676,000.00  
 This is the amount of grant funds your organization is requesting from July 1, 2023 - June 30, 2025.  
 :

**Percentage of Match:** 47.45%

## July 1, 2025 - June 30, 2027

**Expense Total:** \$1,443,680.00

**Revenue Total:** \$632,480.00

**Requested Amount** \$811,200.00  
 This is the amount of grant funds your organization is requesting from July 1, 2025 - June 30, 2027.  
 :

**Percentage of Match:** 43.81%

## Service Level

### Project Service Level Information

Project Specific Information	July 1, 2021 - June 30, 2022 (Actual)	July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Percent of Change	July 1, 2025 - June 30, 2027 (Projected)	Percent of Change
Revenue Vehicle Hours	612	1308	1920	2000	4.17%	2100	5.00%
Revenue Vehicle Miles	12557	7875	20432	22000	7.67%	23100	5.00%
<i>Passenger trips should be entered as whole numbers only.</i>							
Passenger Trips	2137	937	3074	4500	46.39%	4725	5.00%
Volunteer Hours	0	545	545	1500	175.23%	1600	6.67%
					<b>233.46%</b>		<b>21.67%</b>

### Project Service Level Description

Describe the methodology used to develop these estimates, including any assumptions used in their development.

#### How were service-level estimates developed?\*

We based our budgeted ridership and mileage numbers on our current (last three months) we did a 25% increase for the last two years. The following four factors are the primary contextual and emergent dynamics we considered while developing our service-level estimates: (1) Still in the rebuild from the COVID-19 pandemic; (2) we anticipate adding additional vehicles to our fleet; (3) still having difficulty finding, training, and retaining drivers; and (4) actively marketing for clients in the more rural locations in our service area. With regards to volunteer hours, we are continuing to evolve and grow our post-pandemic volunteer engagement strategies with opportunities that are both rewarding for the volunteers and impactful for the program. Based on our projected enrollment in the CDL/bus driver training program, we believe the volunteer hour targets are realistic.

For demand response, or deviated fixed route projects, summarize the intended outputs of this project in both qualitative (narrative) and quantitative (statistical) formats. There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply. In those cases, quantifiable objectives can be used instead by submitting the following information: number of trainings or outreach, or number of passengers served, or other measurable outcomes produced by this project. Ensure there is a quantitative output, as these will be the baseline measurement for the following biennium's application. Qualitative measures are optional.

#### Intended Outputs:

CDL Driver Training Program quantitative outputs: - 80 participants referred to the Commercial Driver License (CDL) training program. - 50 program participants attend training. - 40 program participants complete training. - 30 trainees move on to unsubsidized employment or



advancement in their jobs. RIDERSHIP quantitative outputs: - Revenue vehicle hours and miles - Passenger trips - Riders maintain their employment because of the availability of transportation service. - No-fare transportation fills unmet transportation gaps in King and Pierce Counties. The program provides more than 10,000 trips to special needs riders in east Pierce County and south King County who do not qualify for other services. Qualitative outcomes pertain to rider satisfaction, which is evaluated and measured utilizing PSESD's recently reviewed and enhanced Customer Comment Form.

## Milestones

### Milestones

OPERATING ACTIVITIES	Date (mm/yy)
Service Start	07/23
Service Complete	06/27

## Attachments

### Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Copy of organization's most recent audit report	✓	Financial Statements and Federal Single Audit Report (September 1, 2019 through August 31, 2020)	<a href="#">PSESD 121 FS and Fed Single Audit report 2020.pdf</a>	pdf	1 MB	08/15/2022 01:35 PM
501(c) IRS Letter of Determination (for new non-profit applicants only)						
WA Utilities & Transportation Commission (UTC) Certification (for new non-profit applicants who are direct service providers)						
Service area map	✓	RTI Service Area and Population Density Map	<a href="#">RTI Service Area and Population Density Map.pdf</a>	pdf	344 KB	10/27/2022 07:46 AM
Population density map	✓	RTI Population Density and Service Area Map	<a href="#">RTI Population Density and Service Area Map.pdf</a>	pdf	312 KB	10/27/2022 07:47 AM
Letters committing matching funds		Letters committing matching funds (in-kind and cash) for the RTI program	<a href="#">In-Kind Matches v2.pdf</a>	pdf	783 KB	10/27/2022 01:40 PM
In-kind match valuation proposal (only operating and mobility management projects may use in-kind contributions as matching funds)		In-Kind Match Valuation Proposal	<a href="#">In Kind Match Valuation Proposal.pdf</a>	pdf	149 KB	10/26/2022 01:18 PM
Letters of support (combine into one file attachment)		Letters of support from clients, stakeholders, and partner organizations	<a href="#">2022 PSESD RTI Letters of Support v3.pdf</a>	pdf	1 MB	10/27/2022 12:19 PM
Letter of concurrence (for projects that operate in multiple planning regions)						
Federal Indirect Cost Rate Approval Letter						
Cost Allocation Plan						

## Supplemental Information

### Supplemental Information

#### Supplemental Information:

Program Description | Proposed scope/description of the work (continued): ... access for special needs individuals to more urban areas for work or essential needs. Program Description | Need (continued): In addition to the core services provided by RTI, the program also addresses the local,



regional, and national critical driver shortage. This need is addressed through the programs provision of CDL training at a competitive rate.

## Vulnerable Populations in Overburdened Communities & Tribes - May 2022

### ***Vulnerable Populations in Overburdened Communities***

Identify the type of direct and meaningful benefits to vulnerable populations your project provides using the descriptions above, if any. Explain how your project provides these benefits. Your response may include suggestions about how WSDOT should evaluate project(s) against Climate Commitment Act requirements in the future.

#### **Vulnerable Populations in Overburdened Communities\*:**

PSESD supports the Climate Commitment Act. While the RTI program does not directly contribute to supporting vulnerable populations in overburdened communities, as outlined in the Climate Commitment Act, the program does help low-income populations through the CDL training program.

#### ***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

**Estimate the percentage of your project that serves the tribe:** 0.00%

**By checking this box, you are confirming your outreach to the tribe in pursuit of a resolution formally supporting your project :** No

#### ***Attachments***

**Tribal support correspondence/resolution:**

## Certification

### ***Certification***

I certify, to the best of my knowledge, that the information in this application packet 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\*:** John Welch  
First Name Last Name

**Title\*:** PSESD Superintendent

**Date\*:** 10/27/2022

## Letters of Support

1. Julia Gabe (client)
2. Diane Gibbons (mother of client)
3. Catholic Community Services – Volunteer Services
4. King County Metro
5. King County Mobility Coalition
6. Pierce County Human Services
7. Regional Alliance for Resilient and Equitable Transportation (RARET)
8. United Way of Pierce County

October 2, 2022

To Whom It May Concern:

I am pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. I know that this program has many positive benefits for the community, but it's important for me to share my personal relationship to the RTI program.

I became a client of RTI about five or six years ago because I lost some of my eyesight and I was unable to drive. Problems with my eyesight have been progressive, scary, frustrating and depressing. I have worked for Tacoma Public Schools for over 20 years, and I believe I could not continue working without the help of RTI.

I am proud to support PSESD's RTI program because it makes my life better, and I know it improves the lives of so many other people. I strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit me and everyone in this region.

Sincerely,

Julia Gabe  
Tacoma, Washington  
jyglabe@aol.com

September 28 2022

To Whom It May Concern:

I am pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. I know that this program has many positive benefits for the community, but it is important for me to share my personal relationship to the RTI program.

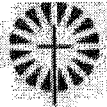
I am the mother of Drew Lehmann who is an active client of the Road to Independence program. The RTI program has positively affected Drew's life because it gives Drew a great sense of individuality and pride. Although Drew cannot read or write, he does have a lot to offer society. He is very well mannered, kind and very specific. The challenge was to find him a job that fit his talents. We found the job but the next barrier was transportation. Mass transit did not work because Drew had no judgement. Shuttles were a timely concern. That is when we found RTI. Without RTI Drew would not have the opportunity to work and would not get the sense of pride and success that he has today. RTI has positively affected our family. Drew is able to work three days a week. Drew has great conversations with the drivers. Drew looks forward to going to work. Lastly, Management has great communication for scheduling which is very important to me as a Mom of an intellectually impaired adult.

I am proud to support PSESD's RTI program because it makes my son Drew's life better, our family members' lives better, and I know it improves the lives of so many other people. I strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit me as well as everyone in this region.

Sincerely,

Diane Gibbons  
Puyallup WA foodwaterandshoes@yahoo.com





**CATHOLIC COMMUNITY SERVICES**  
SERVING PEOPLE OF ALL BELIEFS

September 29, 2022

To Whom It May Concern:

We are pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. Given the challenges and shifting dynamics we've all experienced over the past three years, this program is so vitally important for our region. The RTI program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals, especially given the nationwide critical driver shortage. I am proud to support PSESD's RTI program because it combines education, empowerment, and giving back through the program's deliberate design that provides an opportunity for people to earn their Commercial Driver's License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

Catholic Community Services –Volunteer Services program partners with RTI through the Pierce County Coordinated Transportation Coalition (PCCTC) and has the pleasure of partnering with RTI with the 2-1-1 one touch call center for transportation intake services for clients seeking transportation services throughout Pierce County.

I strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,

**Jodie Moody, Director of Volunteer Services SW**  
**JodieM@ccsww.org**  
**(253) 502-2708**



*Moving forward together*

**General Manager’s Office**  
201 S. Jackson Street  
KSC-TR-0415  
Seattle, WA 98104-3856

October 24, 2022

John Welch  
Superintendent  
Puget Sound Educational Service District  
800 Oakesdale AV SW  
Renton, Washington 98057

Dear Mr. Welch,

King County Metro wishes to express its supports for the Puget Sound Educational School District’s (PSESD) Road to Independence Van program grant request from the WSDOT grant program.

The Road to Independence Van program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals. With the challenges and shifting dynamics that has been experienced over the past three years due to COVID this program is vitally important for our region, especially given the regional and nationwide critical driver shortage.

We are proud to support the program as it combines education, empowerment, and giving back through the program’s deliberate design that provides an opportunity for people to earn their Commercial Driver’s License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

King County Metro is a national leader in public transportation and holds as a core principle that mobility is a human right. In keeping with our slogan – Moving Forward Together, we know that the health of any transportation system is directly related to the health of connected transportation systems. The Road to Independence program’s impact extends well beyond their service areas. The program has a positive impact throughout the entire region.

We strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,

DocuSigned by:  
  
Terry White.

General Manager  
King County Metro

cc: Carol Cooper, Managing Director, Market Innovation, King County Metro

September 29, 2022

To Whom It May Concern:

The King County Mobility Coalition is pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. Given the challenges and shifting dynamics we have all experienced over the past three years, this program is so vitally important for our region. The RTI program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals, especially given the nationwide critical driver shortage. The Coalition is proud to support PSESD's RTI program because it combines education, empowerment, and giving back through the program's deliberate design that provides an opportunity for people to earn their Commercial Driver's License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

PSESD is a valued partner of the King County Mobility Coalition. The service that the Road to Independence program provides aligns directly with our vision of a connected and mobile region, and transportation system that works for all riders. RTI works to address the mobility needs of people with disabilities while also providing employment and skills development opportunities for folks in our community who often go underserved. This intersectionality and dual goal in the service is an invaluable example of creative program design. PSESD staff are committed to collaboration and regional partnerships. They are among the first to offer support and share best practices and lessons learned, ensuring that the whole region continues to serve communities and fill mobility gaps.

The King County Mobility Coalition strongly encourages and supports continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,



Jonathan Prociv and Penny Lara  
King County Mobility Coalition Co-Chairs





October 3, 2022  
Letter of Support

**To Whom It May Concern:**

We are pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. Given the challenges and shifting dynamics we've all experienced over the past three years, this program is so vitally important for our region. The RTI program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals, especially given the nationwide critical driver shortage. I am proud to support PSESD's RTI program because it combines education, empowerment, and giving back through the program's deliberate design that provides an opportunity for people to earn their Commercial Driver's License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

The Beyond the Borders program nearly eliminates the need for paratransit (SHUTTLE) eligible individuals to transfer from Beyond the Borders to SHUTTLE when traveling to certain destinations as far as 5-7 miles inside our service area; this makes transportation more seamless and efficient for travelers and eliminates the need for costly deadheading of SHUTTLE and/or Beyond the Borders' services to facilitate a transfer making both services more efficient. RTI is a strong partner in serving our community in Pierce County. PSESD is great asset and partner to Pierce County Coordinated Transportation Coalition and the transportation mission in the County.

I strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,

*Daeveene J. May*

**Daeveene May, Pierce County Human Service Mobility**  
**daeveene.may@piercecountywa.gov**



Regional Alliance for Resilient and Equitable Transportation

October 10<sup>th</sup>, 2022

To Whom It May Concern:

The Regional Alliance for Resilient and Equitable Transportation (RARET) is pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. Given the challenges and shifting dynamics we have all experienced over the past three years, this program is so vitally important for our region. The RTI program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals, especially given the nationwide critical driver shortage. RARET is proud to support PSESD's RTI program because it combines education, empowerment, and giving back through the program's deliberate design that provides an opportunity for people to earn their Commercial Driver's License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

PSESD is a valued partner of RARET and the service that the Road to Independence program provides aligns directly with our goal to increase the critical transportation services available to populations with access and functional needs in the event of an emergency in the Puget Sound Region. RTI works to address the mobility needs of people with disabilities while also providing employment and skills development opportunities for folks in our community who often go underserved. This intersectionality and dual goal in the service is an invaluable example of creative program design. PSESD staff are committed to collaboration and regional partnerships. They are among the first to offer support and share best practices and lessons learned, ensuring that the whole region continues to serve communities and fill mobility gaps.

RARET strongly encourages and supports continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,

A handwritten signature in black ink, appearing to read "Bree Boyce", with a stylized flourish at the end.

Bree Boyce  
Senior Manager of Mobility Coalitions

---



**1501 Pacific Avenue  
Suite 400  
Tacoma, WA 98402**

*(253) 272-4263  
[www.uwpc.org](http://www.uwpc.org)  
Dial 2-1-1 for help*

**10-12-22**

**To Whom It May Concern:**

We are pleased to write this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) Van Program for the grant years July 1, 2023 through June 30, 2025. Given the challenges and shifting dynamics we've all experienced over the past three years, this program is so vitally important for our region. The RTI program helps support and stimulate the health of our communities by providing training to those seeking a career as transportation professionals, especially given the nationwide critical driver shortage. I am proud to support PSESD's RTI program because it combines education, empowerment, and giving back through the program's deliberate design that provides an opportunity for people to earn their Commercial Driver's License (CDL) in exchange for providing transportation to special needs riders in the community. Through this impactful program design, the lives of both new drivers and special needs riders are powerfully improved.

The PSESD RTI program is a vital piece in our special needs transportation system. At our United Way's 211 Transportation Resource Center, we receive nearly 2,500 requests for transportation assistance each year. RTI actively works with our center to streamline access and connection so people in Pierce County who need a ride get a ride.

I strongly encourage and support continued funding for the transformative work that PSESD is accomplishing through their Road to Independence program. The sustaining of this valuable program has and will continue to benefit everyone in this region.

Sincerely,

**Penni Belcher, 211 Director, United Way of Pierce County**  
**[pennib@uwpc.org](mailto:pennib@uwpc.org)**

# Letters Committing Matching Funds

## **In-Kind**

1. Trillium
2. PSESD – CDL Training
3. PSESD – Early Learning Program

## **Cash Match**

1. PSESD – Facilities (Courier Services)



## TRILLIUM EMPLOYMENT SERVICES

400 S Meridian Suite 1B • Puyallup, WA 98371

Ph 253-446-7510 • [www.trillium.org](http://www.trillium.org)

To Whom It May Concern:

I, on behalf of Trillium Employment Services, am pleased to provide this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) program for the period of July 1, 2023 through June 30, 2027. Trillium is a business resource that works to help Washington companies build inclusive and robust workforces. We help businesses recruit, train, and advance employees with developmental disabilities. The RTI program contributes to our mission and goals through the program's focus on empowerment. There are many barriers for people to realize a path forward to a high quality of life – barriers that have, for many, reached new heights over the past three years. One persistent barrier in our region has been transportation gaps, which has been exacerbated by the critical national driver shortage. The RTI program empowers individuals and helps our region to overcome those barriers through access to economic and social opportunities. Not only does the RTI program increase access to transportation for Washingtonians with special needs, but it also simultaneously provides Commercial Driver's License (CDL) skills training for individuals who commit to driving vans for those with special needs. This kind of innovative program design, which combines efficiency with meaningful impact, needs to be sustained and recognized.

Trillium works closely with RTI and our clients to coordinate the trips for interviews, internships, and permanent employment. Our staff time is valued at \$84 per hour, this includes salary, benefits, and administrative overhead for our office. We estimate that we will spend approximately 8 hours per week recruiting, referring, and coordinating transportation with RTI, which results in 416 per year. Based on that hourly valuation and our staff time estimates and forecasts, we will be offering an overall in-kind match of \$139,776 for the four-year grant.

- \$84 per hour x 416 annual hours = \$34,944 annual in-kind match
- 34,944 annual in-kind match x 4 years = total in-kind match of \$139,776 for the duration of the grant

We at Trillium are thankful for PSESD's continued commitment to empowerment through independence. The transportation barrier prevents too many Washingtonians from realizing their full potential, and the RTI program is lowering that barrier through an innovative and sustainable program design. Please contact me at [Karen@trillium.org](mailto:Karen@trillium.org) if you have any questions or need additional information. Thank you for your consideration of PSESD's grant application.

Sincerely,

**Karen Williams**  
Executive Director



October 5, 2022

Dear WSDOT/PSRC Committee,

PSESD Transportation is pleased to provide an in-kind match to the Road to Independence Program for the grant cycle of July 1, 2023 -June 30, 2027 in the form of CDL training for their participants. We look forward to this partnership that will provide training to people who are interested in a career that is in high demand.

4 CDL class B classes X \$4,000 each class to equal \$16,000.00 yearly in kind.

Sincerely,

Lynette Rosin  
Transportation Manager  
253-778-7957



October 24, 2022

To Whom It May Concern:

I, on behalf of the PSESD Early Learning program, am pleased to provide this letter of support for the Puget Sound Educational School District's (PSESD) Road to Independence (RTI) program for the period of July 1, 2023 through June 30, 2025. The PSESD Early Learning program serves low-income families in both King and Pierce counties. The RTI program contributes to our mission and goals through the program's focus on empowerment. One of our program goals is to provide a variety of educational and training opportunities to the parents of the children enrolled in our program. Not only does the RTI program increase access to transportation for Washingtonians with special needs, it also provides Commercial Driver's License (CDL) skills training for individuals who commit to driving vans for those with special needs. This kind of innovative program design needs to be sustained and recognized.

In support of the PSESD RTI proposal, we will provide the following leveraged, in-kind resources over the four-year grant period:

- Family Support Staff (FSS) will share information about the RTI CDL/bus driver training program through a variety of high impact "touch points." This will take the form of 85-90% of parents who enter our schools being directly engaged and informed about the program, supplemented by presentations at student orientations and family nights.
- The average salary for a Family Support Staff professional is \$25 per hour. We have determined that each FSS professional spends approximately 30 minutes (0.5 hour) with each family discussing the RTI opportunity and potentially enrolling them in the program. Approximately 5,000 families have in-person contact with our Early Learning program each school year and approximately 4,400 (88%) of those families learn about the RTI CDL/bus driver training program.
  - $((\$25 \text{ per hour} * 0.5 \text{ hour}) * 4,400 \text{ families per year} = \$55,000 \text{ per year}) * 4 \text{ years} =$   
**\$220,000**
- Of our FSS professionals involved with student orientations and family nights spend approximately 300 hours per year presenting/sharing information on the RTI CDL/bus driver training program.
  - $(\$25 \text{ per hour} * 300 \text{ hours} = \$7,500 \text{ per year}) * 4 \text{ years} =$  **\$30,000**
- **\$220,000 (direct engagement) + \$30,000 (events) = \$250,000 total match**





We in the Early Learning program are thankful for PSESD's continued commitment to empowerment through independence. The transportation barrier prevents too many Washingtonians from realizing their full potential, and the RTI program is lowering that barrier through an innovative and sustainable program design. We look forward to the continuation of this collaboration and training opportunities for our families.

Sincerely,

*Talena Dixon*

Talena Dixon  
Director, Program Operations & ECEAP  
Tdixon@psed.org



October 3, 2022

Dear WSDOT/PSRC Committee,

We are pleased to continue providing matching funds in the amounts below to the RTI program in order to provide courier services for the Puget Sound Educational Service District for the 2023-2027 grant cycles.

- 2023-24: \$30,000
- 2024-25: \$30,000
- 2025-26: \$35,000
- 2026-27: \$35,000

➤ **TOTAL: \$130,000**

This program mutually benefits the Puget Sound ESD as well as the clients of the RTI program for life-long training skills.

Sincerely,

Andrea Dombroski  
Director of Operations  
425-917-7631  
[adombroski@psed.org](mailto:adombroski@psed.org)

## In-Kind Match Valuation Proposal

### Road to Independence (RTI) Van Program

2023-2027

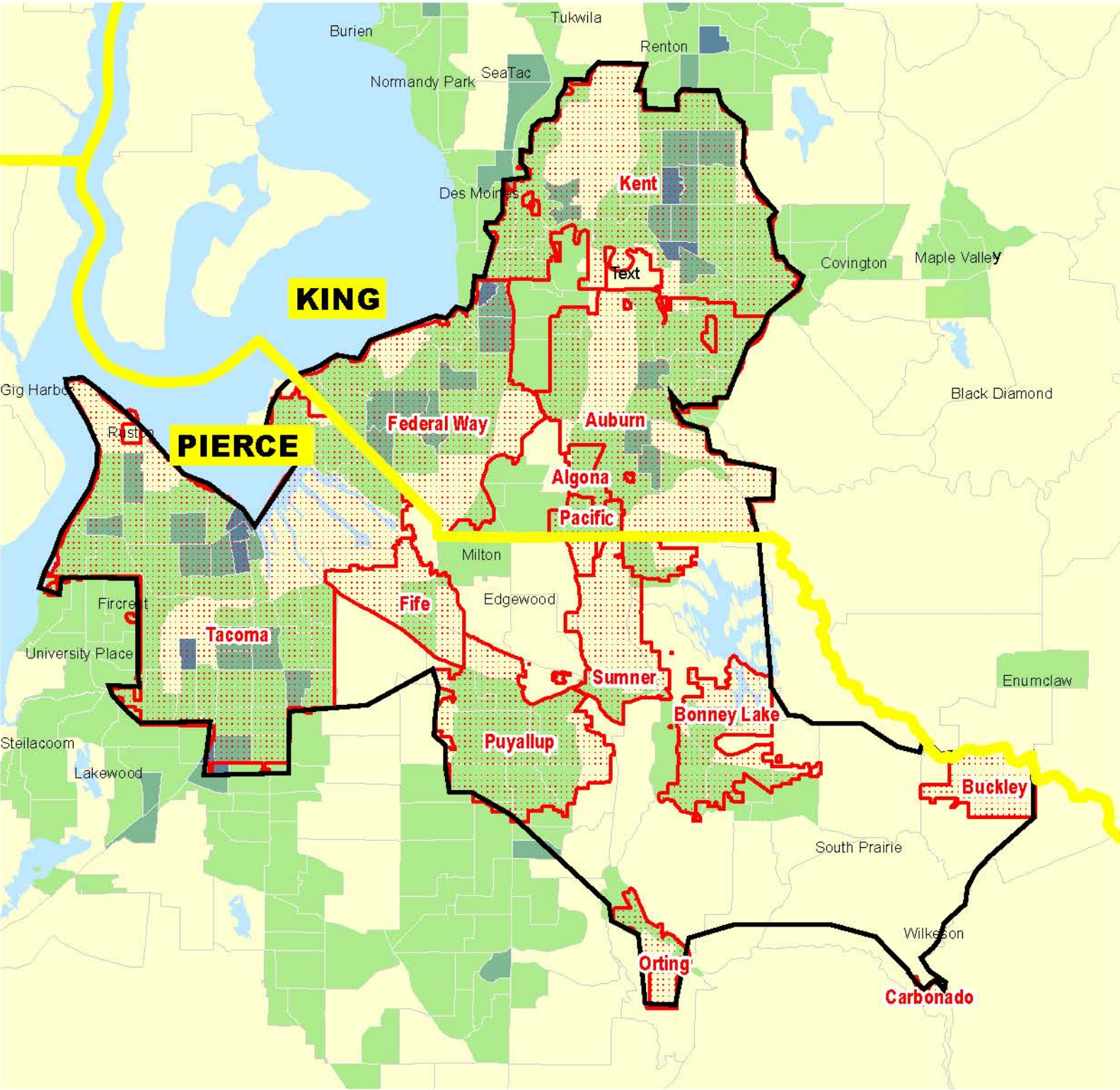
1. **Trillium Employment Services** staff refer clients with special needs for transportation services to and from their world related activities and appointments.
  - a. Staff spend approximately eight hours per week recruiting, referring, and coordinating transportation with RTI. That corresponds to 416 hours per year.
    - i. Trillium Employment Services staff time is valued at \$84 per hour (inclusive of salary, benefits, and administrative overhead).
  - b.  $\$84 \text{ per hour} \times 416 \text{ annual hours} = \$39,944 \text{ annual in-kind match}$
  - c.  $\$39,944 \text{ annual in-kind match} \times 4 \text{ years} = \underline{\$139,776 \text{ total in-kind match}}$
  
2. **PSESD Head Start, ECEAP, and Early Head Start** staff, specifically Family Support Staff (FSS) professionals, share information about the RTI CDL/bus driver training program through a variety of high impact “touch points.” This information sharing and enrollment assistance occurs through 85-90% of parents who enter PSESD schools being directly engaged about the RTI CDL/bus driver training program, which is supplemented by presentations at student orientations and family nights events.
  - a. Direct Engagement
    - i. FSS professionals have direct in-person contact with approximately 4,400 families per year, and those interactions last approximately 30 minutes.
      1. FSS professionals time is valued at \$25 per hour (inclusive of salary, benefits, and administrative overhead).
    - ii.  $(\$25 \text{ per hour} \times 0.5 \text{ hour}) \times 4,400 \text{ families per year} = \$55,000 \text{ annual in-kind match}$
    - iii.  $\$55,000 \text{ annual in-kind match} \times 4 \text{ years} = \$220,000$
  - b. Events
    - i. FSS professionals spend approximately 300 hours per year presenting and sharing information on the RTI CDL/bus driver training program through events, such as student orientations and family nights.
      1. FSS professionals time is valued at \$25 per hour (inclusive of salary, benefits, and administrative overhead).
    - ii.  $\$25 \text{ per hour} \times 300 \text{ hours} = \$7,500 \text{ annual in-kind match}$
    - iii.  $\$7,500 \text{ annual in-kind match} \times 4 \text{ years} = \$30,000$
  - c. Total
    - i.  $\$220,000 \text{ (direct engagement)} + \$30,000 \text{ (events)} = \underline{\$250,000 \text{ total in-kind match}}$

3. **PSED Transportation** staff provide the training that fulfills the CDL/bus driver training element of the RTI program. Specifically, four (4) CDL class B training classes are offered annually.
  - a. CDL class B training classes are valued at \$4,000 per class (based on comparisons with similar programs in the region).
  - b. \$4,000 per class x 4 classes per year = \$16,000 annual in-kind match
  - c. \$16,000 annual in-kind match x 4 years = **\$64,000 total in-kind match**

<b>Total In-Kind Value: \$453, 776.00</b>
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# Road To Independence (RTI) Van Program

Service Area and Population Density Map



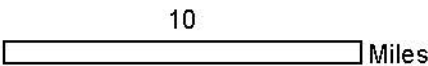
Service Boundary



Cities in the Service Area



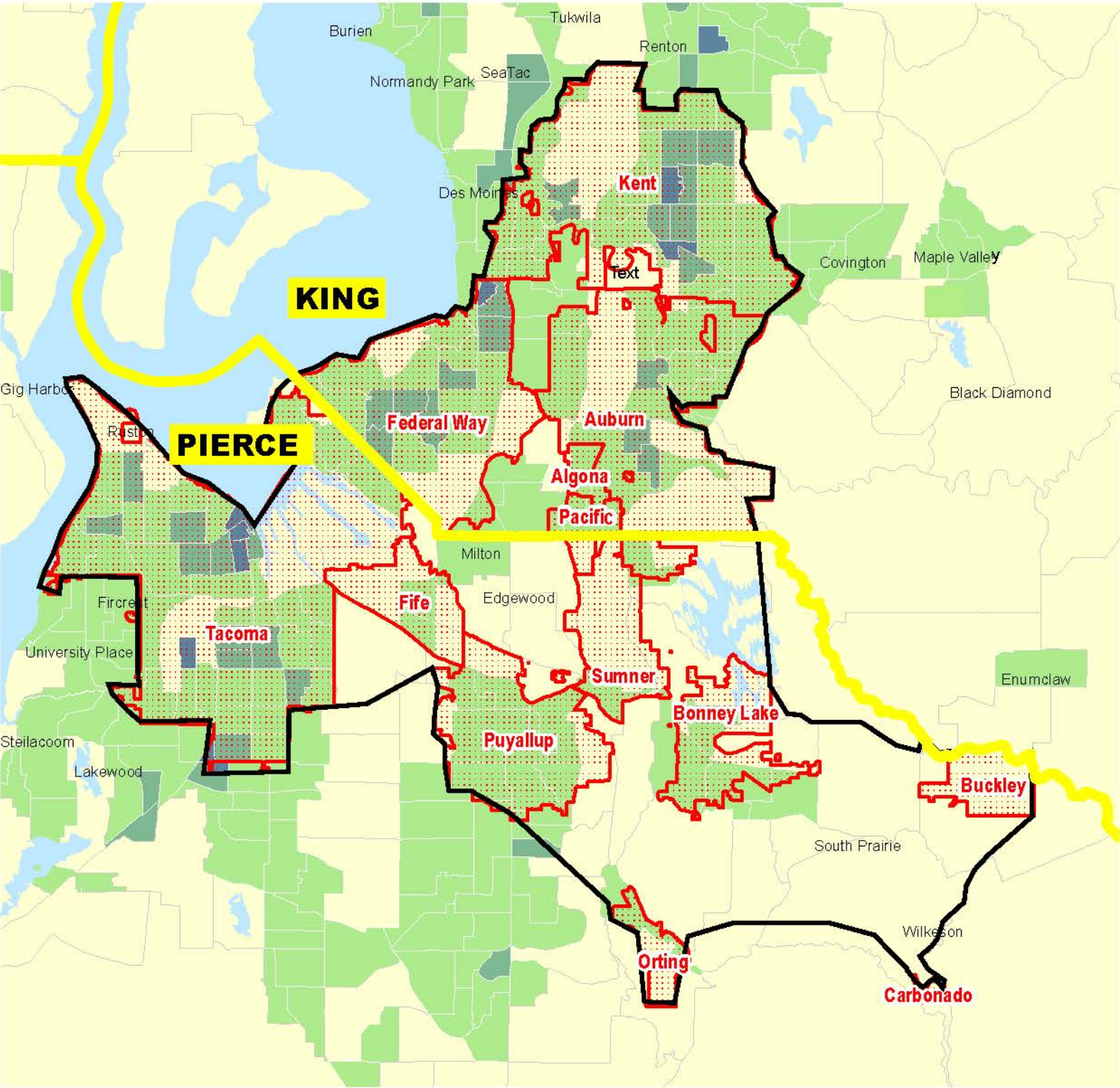
People per acre (2020 Census)





# Road To Independence (RTI) Van Program

Population Density and Service Area Map



Service Boundary



Cities in the Service Area



People per acre (2020 Census)

