

## PSRC Regional Priority Ranking Process

### Consolidated Grant Program

Every two years, the Washington State Department of Transportation (WSDOT) awards state and federal funding for specialized transportation services through the Consolidated Grant program. Specialized transportation fills mobility gaps when public transit is unavailable or does not fully meet the needs of people with mobility and accessibility challenges, including older adults and people with disabilities.

### Regional Priority Ranking Process

As part of this process, Regional Transportation Planning Organizations (RTPOs) or Metropolitan Planning Organizations (MPOs) develop regional priority rankings for projects applying for Consolidated Grant funds within their respective regions. As an MPO, the Puget Sound Regional Council (PSRC) provides regional priority rankings, expressed in WSDOT's designated letter grade format, for the projects in King, Pierce, and Snohomish counties.<sup>1</sup>

WSDOT allocates each region a set number of A, B, and C rankings, which add points to a project's statewide score and influence final award decisions. Projects receiving an A ranking are automatically funded (barring an eligibility issue or other fatal flaw identified by the state). B rankings add 25 points and C rankings add 12 points to the statewide score. PSRC may also assign D rankings, which do not add any points to the statewide score but demonstrate a project participated in the regional priority ranking process and remains eligible for funding in the statewide competition.

For the 2027–2029 biennium, the PSRC region can distribute **19 regional rankings worth points** in the competition (6 A's, 7 B's, and 6 C's). Projects can apply for either two years (July 1, 2027–June 30, 2029) or four years (July 1, 2027–June 30, 2031) of funding (see WSDOT guidance on eligibility for four-year projects).

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<sup>1</sup> Kitsap County is a member of both PSRC and the Peninsula RTPO. Kitsap County participates in the regional ranking process through the Peninsula RTPO.



## Instructions

### Regional Priority Ranking Training

PSRC will provide a regional priority ranking training **on July 15, 2026 (11:30am–12:30pm PT) via Zoom** for any potential project applicants.

- Please register in advance: [https://psrc-org.zoom.us/webinar/register/WN\\_TkuUph3QNa-vY6s6VB-bg](https://psrc-org.zoom.us/webinar/register/WN_TkuUph3QNa-vY6s6VB-bg)
- A video recording of the training will be posted to the PSRC website after the session.

### Application Requirements

- Projects within the PSRC region must address both WSDOT’s evaluation criteria and PSRC’s Regional Priority Ranking Factors (see Table 1) within the same application.

### Application Deadline

Applications must be submitted to both WSDOT and PSRC **by 3:00pm PT on September 9, 2026.**

- **WSDOT Submission:** Submit an application through the Grants Management System (GMS).
- **PSRC Submission:** Email a PDF version of the GMS application to Jean Kim at [jkim@psrc.org](mailto:jkim@psrc.org) by the deadline.

### PSRC Sponsor Presentation

Projects seeking regional priority rankings from PSRC are required to give a short presentation (5–7 minutes per project). The presentations are tentatively scheduled for **October 21, 2026 (9:30am–3:00pm PT) via Zoom.**

- The final schedule, including the length and order of presentations, will be confirmed after the September 9 application deadline, based on the number of applications received.
- **What to expect:** At this session, PSRC's Coordinated Mobility and Accessibility Committee (CMAC) and PSRC staff will attend and may ask questions following each presentation. Information shared during presentations will be used to inform PSRC's evaluation of priority ranking factors.

### **Deliberation & Ranking Recommendations**

PSRC will perform an initial assessment of each project, awarding a yes or no for each of the five regional priority ranking factors based on information provided in the applications and sponsor presentations. A summary of this assessment will be provided to CMAC as a starting point for their deliberation on November 18, 2026, at which the committee will develop recommendations for the priority rankings.

### **Contact Information**

For more information on **PSRC's regional priority ranking process**, contact:

- Jean Kim, Senior Planner ([jkim@psrc.org](mailto:jkim@psrc.org))
- Erin Hogan, Associate Planner ([ehogan@psrc.org](mailto:ehogan@psrc.org))
- PSRC Specialized Transportation Funding webpage: <https://www.psrc.org/our-work/funding/project-selection/special-needs-funding>.

For any questions about the **WSDOT Consolidated Grant process**, contact:

- King and Pierce Counties: Matthew Cramer ([cramema@wsdot.wa.gov](mailto:cramema@wsdot.wa.gov))
- Snohomish County: Katie Stanford ([katie.stanford@wsdot.wa.gov](mailto:katie.stanford@wsdot.wa.gov))
- WSDOT Consolidated Grant Website: <https://wsdot.wa.gov/business-wsdot/grants/public-transportation-grants/grant-programs-and-awards/consolidated>.

## PSRC's Priority Ranking Factors

PSRC's Priority Ranking Factors are designed to help implement the [Coordinated Mobility Plan](#), the region's Coordinated Transit-Human Services Transportation Plan, by evaluating how well projects address regional priorities to serve populations with mobility and accessibility needs. This evaluation helps guide the Coordinated Mobility and Accessibility Committee (CMAC) in developing the regional priority ranking recommendations submitted to WSDOT after approval by the PSRC boards.

PSRC staff will review applications for how well they address the priority ranking factors listed below:

- Preservation of Existing Programs
- Alignment with "High" Prioritized Strategies
- Service Coordination
- Performance Measures and Targets
- Community Support

For PSRC's evaluation, projects will receive a simple "Yes" or "No" answer for each factor, rather than numeric scores:

- A "Yes" response indicates the project application fully addresses the factor; and
- A "No" response indicates the project application does not adequately address the factor.

In some cases, if an application fail to address every component of a factor, PSRC staff may assign a "partial yes" to provide more distinction in the initial ranked list shared with CMAC.

The first column in **Table 1** outlines the regional priority ranking factors along with a description of how PSRC will evaluate each factor. The second column of the table provides guidance for where the regional priority ranking factor should be addressed within the WSDOT application. The factors are not listed in any particular order, and no weighting will be applied to any factor.

**Table 1. PSRC Regional Priority Ranking Factors**

Regional Priority Ranking Factors	Where to address the factor in the WSDOT Application
<b>Factor #1: Preservation of Existing Programs</b>	
<p>Is the project needed to support the ongoing operation of an existing program? This includes vehicle replacement and maintenance, or other capital needs to support an existing program at similar service levels.</p> <p><b>Evaluation Method:</b> A project will receive a “Yes” if it:</p> <ul style="list-style-type: none"> <li>Indicates the funding will be used to support the established service level of an existing project.</li> </ul> <p>A project will receive a “No” if that is not the case, or new or expansion projects.</p> <p><b>Guidance:</b> <b>Existing and/or sustaining</b> refer to a program that is already established, and its level of service remains similar to the previous biennium. <b>Expansion</b> refers to a project that increases the service level of an existing program. This includes establishing new service areas, increasing the budget, and extending service hours. PSRC region defines a <b>new project</b> as a project that has either not yet begun or that contains substantial changes in cost and scope of work to a previous project.</p>	<p><b>Operating projects:</b> the response should be provided in the “Summary of Project Information: <u>Need for Service</u>” section.</p> <p><b>Vehicle/Equipment, Mobility Management, or other:</b> the response should be provided in the “Scope of Work: <u>Proposed Scope/Description of the Work</u>” section.</p> <p>NOTE: All projects should identify relationships to other projects in the “<u>Relationship to Other Projects</u>” section.</p>
<b>Factor #2: Alignment with “High” Prioritized Strategies</b>	
<p>Does the project identify at least one “High” prioritized strategy from the Coordinated Mobility Plan <b>and</b> explain how the project aligns with that strategy?</p> <p><b>Evaluation Method:</b> A project will receive a “Yes” if it:</p>	<p>Response should be provided in the “Planning and Coordination: <u>Project Coordination</u>” section.</p>



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<ul style="list-style-type: none"> <li>• <b>Identifies “High” prioritized strategies that the project supports.</b> Projects must identify at least one to receive a “Yes.” These strategies are identified in the <a href="#">Coordinated Mobility Plan</a> (PDF pages 63–72); <b>and</b></li> <li>• <b>Explains how the project aligns with that strategy.</b></li> </ul> <p>A project will receive a “No” if it does not meet the above criteria. Identifying “Other/Lower” prioritized strategies only, instead of the “High” prioritized strategies, will receive a “No.”</p> <p><b>Guidance:</b> The Coordinated Mobility Plan identifies strategies to address the transportation needs of priority populations. Based on feedback received during the plan development process, each strategy is categorized as either “High” or “Other/Lower” priority. Applicants should identify the most closely aligned strategy(ies) from the plan and clearly demonstrate how the project supports the strategy(ies). To receive a “yes,” the application must describe how project outcomes satisfy at least one “High” prioritized strategy.</p>	
<b>Factor #3: Service Coordination</b>	
<p>Does the applicant demonstrate that they coordinate with other transportation programs serving similar populations within a similar geographic area, including public transit, <b>and</b> avoid unnecessary duplication in services?</p> <p>If other programs serve similar populations within a similar geographic area, does this project demonstrate how it fills a remaining gap or disparities for priority populations that are not met by the other transportation programs?</p> <p><b>Evaluation Method:</b> A project will receive a “Yes” if it:</p> <ul style="list-style-type: none"> <li>• <b>Clearly explains how the service or program is coordinated with services in or near the service area</b> or programs similar in nature, including those provided</li> </ul>	<p>Response should be provided in “Scope of Work: <a href="#">Special Needs Transportation</a>” section.</p> <p>Also, further address how your project supports and interacts with other existing transportation programs in the “Planning and Coordination: <a href="#">Project Coordination</a>” section.</p>



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<p>by public transit (e.g., bus, light rail, paratransit, microtransit, travel training);  <b>and</b></p> <ul style="list-style-type: none"> <li>• <b>Demonstrates that any overlapping services or programs are not unnecessarily duplicative.</b> Projects must explain how the project enhances or fills gaps in existing services. Simply stating that services are not duplicative is insufficient to get a “Yes.”</li> </ul> <p>A project will receive a “No” if it does not meet the above criteria.</p> <p><b>Guidance:</b> Projects should list any existing services that overlap with the proposed project and describe key differences, such as service area, rider eligibility, hours of operation, or vehicle capabilities (e.g., to transport mobility devices). The application should demonstrate how the service fills the gap that is not addressed by existing services.</p> <p>For example, a mobility management application might explain how its travel training services differ from those offered by a transit agency in the area. <b>If no overlapping services exist</b>, projects should state this and describe the most comparable service.</p> <ul style="list-style-type: none"> <li>• <b>Example:</b> No other similar transit or specialized transportation provider operates in our service area. The nearest option is provided by Transit Agency A, which operates only four trips per day on weekdays, and the closest stop is 12 miles away from our community.</li> </ul>	
<b>Factor #4: Performance Measures and Targets</b>	
<p>Does the application provide required performance data, set targets for all required measures, <b>and</b> include priority population details* for at least one required performance measure?</p>	<p><b>Operating and Capital projects:</b>          Required performance measures and targets, including priority population details, should be</p>



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<p><b>Evaluation Method:</b> A project will receive a “Yes” if it:</p> <ul style="list-style-type: none"> <li>• <b>Provides required performance data</b> (see guidance below);</li> <li>• <b>Includes priority population details*</b> for at least one required measure OR a standalone community impact measure; <b>and</b></li> <li>• <b>Sets targets for all measures.</b></li> </ul> <p>A project will receive a “No” if it does not meet the above criteria.</p> <p><b>*Priority Population Details:</b> To ensure the region is prioritizing projects that serve priority populations, PSRC is asking applicants to add details about the number or share of individuals from priority populations served by the project. <b>If a proposed project serves priority populations only</b>, applicants should indicate that clearly.</p> <p><b>Priority Populations are defined in the Coordinated Mobility Plan.</b> They include older adults, youth, people with low incomes, people with disabilities, people with limited English proficiency, and tribes. PSRC recognizes and respects the full sovereignty of each Tribe and their traditional lands located within the jurisdictional boundaries of PSRC members. Federally recognized tribes in the region can be found here: <a href="https://www.psrc.org/about-us/tribes">https://www.psrc.org/about-us/tribes</a>.</p> <p><b>Guidance: Existing/Sustaining</b> projects should include current performance data and targets for required measures <b>and</b> identify priority population details for at least one required measure based on the project type. <b>New/expansion projects</b> that do not have performance data yet should still include targets for the required measures, including priority population details.</p> <p><b>Required Performance Measures for <u>Operating Projects</u>:</b></p> <ul style="list-style-type: none"> <li>• Passenger trips;</li> <li>• Revenue vehicle miles;</li> </ul>	<p>provided in the “Service Level: <u>Project Service Level Information</u>” section.</p> <p><b>Mobility Management projects:</b> Address required performance measures and targets, including priority population details, in the “<u>Intended Outputs</u>” and “<u>Project Success Measurement</u>” sections under “Measurable Outcomes.”</p> <p><b>Other project types (Small Construction or Planning)</b> or projects that need more space to address this factor, please use the “<u>Supplemental Information</u>” section.</p>



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<ul style="list-style-type: none"> <li>• Revenue vehicle hours (or revenue volunteer hours, if applying for volunteer transportation); and</li> <li>• At least one priority population detail for one of the above measures. <ul style="list-style-type: none"> <li>○ <b>Example:</b> A total of 512 passenger trips were completed during the last biennium. Of those, 461 trips were taken by older adults and people with disabilities (90% of all trips). The target for the 2027-2029 biennium is 620 total trips, with at least 90% of those trips taken by older adults or people with disabilities.)</li> </ul> </li> </ul> <p><b>Required Performance Measures for Capital Projects:</b> Capital projects must describe the operational service they will support to demonstrate the need for the project. Required performance measures are:</p> <ul style="list-style-type: none"> <li>• <a href="#">Vehicle Useful Life Benchmark (ULB)</a><sup>2</sup> in years;</li> <li>• Vehicle mileage;</li> <li>• Vehicle year; and</li> <li>• At least one priority population detail. <ul style="list-style-type: none"> <li>○ <b>Example:</b> Our nonprofit organization uses six ADA accessible vans to provide demand response transportation for individuals over 65 and those with disabilities. Two of our six vans are past the end of their ULB, each having over 140,000 miles on them. Another 3 vans are near their ULB, with one to two years of useful life remaining. Last year, our organization provided over 4,000 passenger trips. 100% of our riders are priority populations. With new vehicles, our organization plans to provide trips over 220,000 miles to these eligible riders during the 2027-2029 biennium.</li> </ul> </li> </ul>	

<sup>2</sup> ULB is defined as the expected lifecycle of a capital asset for a particular transit provider’s operating environment.



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<p><b>Required Performance Measures for <u>Mobility Management</u> Projects:</b></p> <ul style="list-style-type: none"><li>• <b>Information Referral &amp; Assistance:</b><ul style="list-style-type: none"><li>○ Number of people or groups receiving trip planning services;</li><li>○ Number of referrals made; and</li><li>○ At least one priority population detail.<ul style="list-style-type: none"><li>▪ <b>Example:</b> Fifty-two individuals with disabilities and their caregivers received trip planning assistance during the last biennium. The target for the next biennium is to increase this number by 30% (68 individuals with disabilities).</li></ul></li></ul></li><li>• <b>Mobility Coalitions:</b><ul style="list-style-type: none"><li>○ Number of mobility coalition meetings;</li><li>○ Number of mobility coalition participants;</li><li>○ Number of unique agencies represented at the meetings; and</li><li>○ At least one priority population detail.<ul style="list-style-type: none"><li>▪ <b>Example:</b> Twelve world language organizations and three youth organizations attended the coalition meetings during the last biennium. The target for the 2027-2029 biennium is fifteen or more organizations representing world language and youth.</li></ul></li></ul></li><li>• <b>Travel Training:</b><ul style="list-style-type: none"><li>○ Number of training sessions provided;</li><li>○ Number of people or groups participated in training sessions; and</li><li>○ At least one priority population detail.<ul style="list-style-type: none"><li>▪ <b>Example:</b> During the last biennium, 25 training sessions were provided to riders eligible for ADA paratransit. For the 2027-2029 biennium, our goal is to provide 40 or more training sessions through improved marketing and communications.</li></ul></li></ul></li></ul>	



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<p>As a reminder, WSDOT Consolidated Grant Quarterly Progress Reports allow projects to track progress toward performance measures. PSRC expects funded projects to report progress towards required measures through these quarterly reports.</p>	
<p><b>Factor #5: Community Support</b></p>	
<p>Does the application identify the priority populations served by the project, describe engagement with those populations, <b>and</b> explain how the project was informed by or responsive to that engagement?</p> <p><b>Evaluation Method: A project will receive a “Yes” if it:</b></p> <ul style="list-style-type: none"> <li>• <b>Identifies priority populations</b> served by the project with supportive information or data;</li> <li>• <b>Describes engagement with those priority populations</b>, including when it was conducted, for which community, the method used for engagement (e.g., accessible meetings, survey, interviews, compensation), and the number of people reached; <b>and</b></li> <li>• <b>Clearly explains how the project will address gaps or priorities identified</b> through engagement. Simply stating that engagement occurred or a survey conducted, with little or no detail, is not sufficient.</li> </ul> <p>A project will receive a “No” if it does not meet the above criteria.</p> <p><b>Guidance:</b> While ongoing engagement with community members is encouraged, it does not need to be conducted specifically for this project by the project sponsor. Engagement approaches may vary based on project type and scale, and engagement conducted by partner organizations or other agencies is acceptable and will not affect the assessment.</p>	<p>Projects should clearly identify key priority populations, including tribes, served by the project, describe engagement with those populations, and how the project addresses gaps in the “Vulnerable Populations in Overburdened Communities &amp; Tribes: <u><a href="#">Inclusive Outreach in Planning</a></u>” section.</p>



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<p>If engagement indicates gaps or disparities in the existing system, the application must clearly describe how the project will improve those gaps for priority populations within the service area:</p> <ul style="list-style-type: none"><li>• <b>Sustaining Projects:</b> should demonstrate how the project continues to respond to input from priority populations using the service, and how that feedback has informed ongoing improvements.</li><li>• <b>New or Expansion Projects:</b> should describe feedback from priority populations, through engagement or surveys, and explain how their input helped shape the project.</li></ul> <p><b>Applications that simply reference regional resources or survey results without any relevant context will receive a “No.”</b> For example, projects applying to serve priority populations in a specific community should reference engagement with people in that specific community, rather than relying solely on data or survey results.</p> <p><b>Example:</b> Older adults and people with disabilities are the key priority populations served by the project. Over the last two years, we conducted four focus groups with these populations in our service area. From these conversations, the need for door-to-door demand response service in Community A and B was identified. While SMART deviated fixed-route service is available for people who can get to one of the stops, it does not meet the needs of those who require assistance leaving their home, especially older adults with limited mobility. This project will fill that gap by providing door-to-door service during weekdays in communities A and B.</p> <p>This example clearly identifies the priority populations served by the project and demonstrates how the agency used engagement to improve service gaps based on the community’s feedback.</p>	