**QUESTIONS AND ANSWERS
FOR THE
2018 COMPREHENSIVE INVESTMENT PLAN (CIP)
PARATRANSIT PROGRAM APPLICATION WORKSHOP**

SEPTEMBER 13, 2016

The following answers are in response to questions posed at the 2018 Comprehensive Investment Plan (CIP) Paratransit Program Application Workshop on September 13, 2016. For information on workshop attendees, please refer to the "2018 CIP Paratransit Program Workshop - Attendance Sheet" document on the website.

Q1. What short and long range planning documents can be used as a reference to demonstrate need for the proposed program/project? Will this increase the competitiveness of the application?

A1. Applicants should make a strong case for how the proposed program/project fulfills an unmet need in the community. Citing a local or regional plan, e.g. the Alameda CTC Countywide Transportation Plan (CTP), the MTC Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan), or a city-based needs assessment, can strengthen the application's competitiveness. Rather than looking for a specific project to be listed in one of these documents, staff will evaluate if a program/project meets the goals and "spirit" of the planning document.

Applicants for the Paratransit (Senior and Disabled Transportation) Program are not required to reference a 2016 Countywide Transportation Plan (CTP) Index Number.

Q2. In the previous Gap Grant Cycle 5 Extension process, there were other specific performance measures that were provided for program managers to use for their programs. Can we continue to use those supplementary Performance Measures, outside of the required measures, in the CIP application?

A2. Yes. The Implementation Guidelines and Performance Measures document in the Reference Library outline the required measures based on program/project type. Other suggested performance measures are encouraged and can be found here:
http://www.alamedactc.org/files/managed/Document/19592/Paratransit_Suggested_Performance_Measures_2018_CIP_20160914_Final.pdf

Q3. Can you explain what a One Call/One Click type of program is (under eligible programs/projects)?

A3. A One Call/One Click type of program is a one-stop-shop for transportation program information that focuses on education and information referral (including phone and/or web resources).

Q4. Will the Communities of Concern (COC)/Priority Development Areas (PDAs) identification be taken into strong consideration during the evaluation process? East County generally does not have COCs or PDAs as identified by the Metropolitan Transportation Commission (MTC).

A4. There are several factors that will be taken into consideration for evaluating CIP applications. The primary focus of the paratransit grant evaluation is whether the application fulfills an identified gap and fulfils the mobility management goals of the program. Geographic equity is another core part of the evaluation process. The identification of a program/project relationship with COCs or PDAs is a supplemental piece of information to understand how the project/program aligns with these regional classifications.

Q5. Will the questions and answers (Q&A) from today's workshop be posted on the Alameda CTC website? Also will the Q&A after today's workshop, specifically with Alameda CTC staff, be posted to the website?

A5. Yes, the Q&A from today's CIP Paratransit Program Workshop will be posted onto the Alameda CTC website along with the Q&A from the CIP General Workshop that took place on September 8, 2016. Also, any other Q&A after today's workshop will be posted as "Announcements" on the Zoom Grants platform.

Q6. Is the $500,000 maximum grant size per year or for the total fund request?

A6. The maximum grant size is for the total two-year fund request.

Q7. Are paid drivers an eligible expense for volunteer driver programs?

A7. Yes, please refer to the Implementation Guidelines in the Reference Library for all eligible expenses under the paratransit program.

Q8. Can you provide a definition for the Administrative Overhead line item? In the past there have been some restrictions.

A8. Eligible administrative overhead costs include direct salaries (hourly wages related to direct implementation of the program/project) and up to 70% of the

fringe benefit (associated with the staff working on direct implementation of the program/project).

Q9. Will contact information for existing Gap Grant recipients be shared for potential collaboration purposes?

A9. Yes, Alameda CTC staff will post contact information for existing Gap Grant recipients onto the website.

Q10. What is the process for requesting a local match exception for non-profits?

A10. Non-profits should include requests for local match exceptions in the budget narrative section on Tab D, Cost and Funding Sources. For additional questions, please contact Krystle Pasco at kpasco@alamedactc.org or (510) 208-7467.

For additional resources on the general 2018 CIP application, please refer to the 2018 CIP Workshop - Q&A and 2018 CIP Workshop - Sign In Sheet documents on the website.