



Paratransit Technical Advisory Committee Meeting Agenda

Tuesday, June 21, 2011, 11 a.m. to 12:30 p.m.

1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Receive an update on the PAPCO Program Plan recommendation
- Review the new PAPCO appointment structure and bylaws
- Discuss New Freedom funding
- Receive an update on the Wheelchair Scooter Breakdown Transportation Service (WSBTS)
- Exchange technical information
- Receive updates on the CWTP-TEP and the Annual Mobility Workshop

11:00 – 11:05 a.m. 1. Welcome and Introductions

Naomi Armenta

11:05 – 11:10 a.m. 2. Public Comment

Public

11:10 – 11:15 a.m. 3. Review of February 8, 2011 Minutes

Staff

[03 TAC Meeting Minutes 020811.pdf](#) – Page 1

11:15 – 11:20 a.m. 4. PAPCO Program Plan Recommendation Status Report

Staff

[04 Memo Approval of PAPCO Recommendations for FY11-12 Paratransit Program Plans and Budgets.pdf](#) – Page 7

11:20 – 11:30 a.m. 5. Review New PAPCO Appointment Structure and Bylaws

Staff

[05 Memo PAPCO Bylaws.pdf](#) – (Handout at meeting)

[05A Draft PAPCO Bylaws.pdf](#) – (Handout at meeting)

11:30 – 11:40 a.m. 6. New Freedom Funding

Staff

[06 New Freedom Call for Projects.pdf](#) – Page 21

[06A New Freedom Program Guidelines.pdf](#) – Page 25

[06B New Freedom FAQ.pdf](#) – Page 43

11:40 – 11:55 a.m. 7. Wheelchair Scooter Breakdown Transportation Service (WSBTS)

Staff

Update

-
- 11:55 – 12:10 p.m. **8. Technical Exchange** |
- TAC
- A. Mobility Management
 - B. Preparedness
 - C. Ask a TAC Member
 - D. Other Technical Exchange Items
- 12:10 – 12:30 p.m. **9. Information Items** |
- Staff
- A. CWTP-TEP Status Update – Outreach Toolkit Training
[09A CWTP-TEP Overview.pdf](#) – Page 47
[09A1 Regional SCS-RTP CWTP-TEP Process.pdf](#) – Page 49
 - B. Annual Mobility Workshop Update
 - C. SRAC Update
 - D. PAPCO Update
 - E. TAC Committee Member Announcements
 - F. Alameda CTC Staff Report
[09F PAPCO Appointments.pdf](#) – Page 61
 - G. Outreach
 - H. Other Staff Updates
- Staff
- Staff
- PAPCO Chair
- TAC
- Staff
- Staff
- Staff
- 10. Draft Agenda Items for Next Meeting** |
- A. Annual Mobility Workshop Outcomes Report
 - B. Input on the Transportation Expenditure Plan
 - C. Technical Exchange
 - D. Recurring Items
- 12:30 p.m. **11. Adjournment** |

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Next Meeting:

Date: September 13, 2011

Time: 9:30 to 11:30 a.m.

Location: Alameda CTC, 1333 Broadway, Suite 300, Oakland, CA 94612

Annual Mobility Workshop:

Date: July 12, 2011

Time: 10 a.m. to 4 p.m.

Location: Ed Roberts Campus, 3075 Adeline Street, Berkeley, CA 94703 (at BART)

Staff Liaisons:

Tess Lengyel, Deputy Director of Policy
Public Affairs and Legislation
(510) 208-7428
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Naomi Armenta, Paratransit Coordinator
(510) 208-7469
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Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.

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Alameda CTC Paratransit Technical Advisory Committee Meeting Minutes Tuesday, February 8, 2011, 9:30 a.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u>A</u> Beverly Bolden	<u>P</u> Kim Huffman	<u>P</u> Joann Oliver
<u>A</u> Melinda Chinn	<u>P</u> Drew King	<u>A</u> Gail Payne
<u>A</u> Anne Culver	<u>A</u> Jackie Krause	<u>A</u> Mary Rowlands
<u>P</u> Pam Deaton	<u>P</u> Kadri Kulm	<u>A</u> Mia Thibeaux
<u>A</u> Louie Despeaux	<u>P</u> Kevin Laven	<u>P</u> Laura Timothy
<u>A</u> Jeff Flynn	<u>P</u> Isabelle Leduc	<u>A</u> Kelly Wallace
<u>P</u> Shawn Fong	<u>P</u> Wilson Lee	<u>A</u> Mark Weinstein
<u>A</u> Brendalynn Goodall	<u>P</u> Hakeim McGee	<u>A</u> Victoria Williams
<u>A</u> Brad Helfenberger	<u>A</u> Cindy Montero	<u>A</u> David Zehnder
<u>A</u> Karen Hemphill	<u>A</u> Mallory Nestor	

Staff:

<u>A</u> Tess Lengyel, Programs and Public Affairs Manager	<u>P</u> Cathleen Sullivan, Nelson/Nygaard
<u>P</u> Naomi Armenta, Paratransit Coordinator	<u>P</u> Angie Ayers, Acumen Building Enterprise, Inc.
<u>A</u> Rachel Ede, Nelson/Nygaard	<u>P</u> Tamara Halbritter, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Naomi Armenta, Paratransit Coordinator, called the meeting to order at 9:35 a.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Andrew Balmat, ASEB; Jennifer Cullen, Senior Support Services; and Betty Mulholland, PAPCO

2. Public Comments

There were no comments.

3. Approval of January 11, 2011 Minutes

TAC members reviewed the meeting minutes from January 11, 2011 and by consensus approved them as written.

4. Pass-through Funding Estimates Discussion

Naomi Armenta informed the committee that she e-mailed members regarding a variety of topics, and she highlighted the topics as follows:

- The sales tax revenues increased from \$90 million to \$102 million for fiscal year 2010-2011. The revenue projection for fiscal year 2011-2012 is not complete. Naomi informed committee members that she will keep them posted.
- Mid-year reporting deadlines changed from March 1, 2011 to March 18, 2011.
- The program plan application due date changed from March 31, 2011 to April 8, 2011.

Naomi reported that Alameda CTC has a new director of finance, Patricia Reavy and once the finance department becomes settled, staff will distribute the projections for fiscal year 2011-2012.

Questions/feedback from the members:

- Does the \$102 million include stabilization? Naomi said no, stabilization comes from Gap funding.

5. Gap Funding Discussion

Naomi reviewed the Gap funding memo and stated that Alameda CTC is looking for recommendations to take to PAPCO on February 28, 2011. She reviewed staff recommendations on allocating the available Gap funding.

- Staff does not recommend funding stabilization for fiscal year 2011-2012 due to the original intent for this funding to stabilize programs.
- Staff recommends funding up to \$500,000 for Coordinated Mobility Management Planning (CMMP) pilot programs.
- Staff recommends funding up to \$1,000,000 for programs that meet new criteria to continue for one year.
- Staff recommends using the remaining funds for CMMP pilots to be eligible for jurisdictions to apply for technical assistance to implement mobility management.

Naomi stated that there were no available funds to issue a Cycle 5 call for grant projects. She reviewed the recommended criteria for the supplemental funding to continue pivotal gap grants. She also reviewed the timeline for the recommendations to the Commission. All of these details are provided in the Gap funding memo in the packet.

Questions/feedback from the members:

- Can some of the programs become a CMMP pilot? Yes.
- The East Bay Paratransit (EBP) representative stated that EBP will apply for stabilization funding again for either fiscal year 2010-2011 or fiscal year 2011-2012. If money has been allocated for stabilization in fiscal year 2010-2011 and it's not used by the designated program, can EBP use it in 2011-2012?
- The City of Pleasanton representative stated that paratransit services take many people to businesses, such as Wal-Mart, Kaiser, etc., and these trips cross into another city. For sustainability, can the program become a countywide CMMP pilot?
- Many of the TAC members discussed tapping into the private industry to assist with program funding. For example, Emeryville has a transit agency funded by businesses

that pay a fee per square foot, which funds the Emery-Go-Round shuttle services.

Questions following this discussion are:

- If done at a countywide level, will elected officials be willing to request that businesses contribute to shuttle services that bring them customers?
- Can Alameda CTC collect data to share the numbers with the businesses to justify requests?
- The Union City representative stated that the city tried to do impact fees, but the developers were not willing to pay them, and capital fees were required to bring businesses in.
- A member suggested at a countywide level to approach Kaiser for the CMMP pilot to garner private sector contributions.
- The TAC members want to have Gap funding again in the TEP, funding to allow for innovative programs for Alameda County and not duplicate the Americans with Disabilities Act programs.

The TAC members agreed by consensus that Alameda CTC staff propose the recommendations in the Gap funding memo and also consider allocating the unused stabilization funds for EBP.

6. Continuation of Expansion of TAC Participants Discussion

Naomi continued the discussion regarding having a seat for a social service representative on TAC. She suggested that we can invite a number of different agencies to apply. The members provided the following input:

- Currently, the cities receive pass-through funding, and there isn't any competition between the cities. However, conflicts may arise if other agencies like CIL attend the TAC meetings when members discuss funding.
- It was suggested that a representative from dialysis be a part of TAC, but to not involve the representative in the funding discussions.
- One member inquired what Alameda CTC is trying to achieve by involving a social service agency.

Naomi acknowledged that Alameda CTC wants the social service agencies' formal input. She stated that the committee can determine if we select agencies that have received grants or a transportation provider. Naomi said that she will check the calendar and decide on which meeting will be appropriate for the special invitees to attend. Naomi mentioned that some of the ideas discussed will be good for the Expenditure Plan.

Two recommendations were made by TAC as follows: (1) Select two meetings to specifically invite social service providers; (2) Contact social service agencies for input and feedback on TAC involvement.

7. Technical Exchange

A. Mobility Management

Shawn Fong mentioned that the City of Fremont has a transit adventures program for seniors. This program allows seniors who participated in the travel training program to

take part in outings to fun destination points. The City of Fremont is meeting with the City of Union City to expand this program.

B. Preparedness

Naomi mentioned that Ana-Marie Jones, executive director of CARD, conducted a “slow-mo-go” drill with the PAPCO members in January.

C. Ask a TAC Member

Laura Timothy stated it’s difficult to buy BART tickets, because many of the grocery stores are no longer selling them. She stated that people can purchase BART tickets online or by going to the BART offices. Discussion took place around the idea that senior centers may be willing to sell BART tickets. Isabelle Leduc said that the City of Albany senior center sells tickets. Pam Deaton said that the City of Pleasanton sells all transit tickets.

D. Other Technical Exchange Items

None

8. Information Items**A. CWTP-TEP Status Update – Outreach Toolkit Training**

Cathleen Sullivan gave a presentation on the outreach efforts to the public regarding important transportation planning efforts, issues, and challenges that will inform the Countywide Transportation Plan and Transportation Expenditure Plan (CWTP-TEP). She informed the committee of the CWTP-TEP Outreach Toolkit, trainings, and community workshops.

TAC members asked questions regarding the Outreach Toolkit, the community input process, as well as the schedule, timeline, and specific locations for gathering community input. Cathleen stated that the community-input process is a part of the early stages of the larger process to inform the Alameda CTC of the needs of Alameda County residents and businesses.

The TAC members received a questionnaire that was a part of the Outreach Toolkit and informed the committee where it is available to the public. Cathleen gave a more detailed explanation of the Outreach Toolkit, its components, and the step-by-step process for conducting outreach at community meetings. She also provided a list of trainings scheduled for members to attend on how to conduct outreach; in-person training is scheduled on February 10 from 12 to 1 p.m. at the Alameda CTC offices, online/video training is scheduled for later in February, and web-based trainings and other special trainings will be scheduled as needed. TAC members can find more information about the CWTP-TEP project on the Alameda CTC transportation planning web page (http://www.alamedactc.org/app_pages/view/795).

Questions/feedback from the members:

- Are there materials in Braille? Cathleen stated that special needs services are done on an as-needed basis. She encouraged the members to notify staff in advance of a training session.
- Should the agencies have staff to train EBP and SRAC? Yes.
- Is training done locally? Yes. The questionnaire is available online.

- Will the Outreach Toolkit only be administered by people who are trained? Yes, all of Alameda CTC community advisory committees, CAWG, and TAWG will be trained to administer the toolkit.
- Is anyone targeting seniors and people with disabilities? Cathleen says one of the goals is to focus on seniors.
- Is there an evaluation process? Yes, Alameda CTC will do an evaluation, and staff will target gaps if they exist.

B. SRAC Update

None

C. PAPCO Update

None

D. TAC Committee Member Announcements

Kim Huffman stated that the AC Transit fare policy steps to be implemented over the next five years are complete. Workshops to comment on the plan are in progress. Kim will give the plan to Naomi who will distribute it to TAC members.

E. Alameda CTC Staff Report

None

F. Outreach

Krystle Pasco reported that the Union City 2nd Annual Senior Health and Resource Fair will be held at the Tropics Mobile Home Park Clubhouse on February 26, 2011.

G. Other Staff Updates

Naomi noted that the revenue projections are not available and that Caltrans is releasing a 5310 Grant Call.

9. Adjournment

The meeting adjourned at 11:30 a.m.



Memorandum

DATE: June 6, 2011

TO: Programs and Project Committee

FROM: Tess Lengyel, Deputy Director, Policy, Public Affairs and Legislation

Subject: **Approval of PAPCO Recommendations for Fiscal Year 2011/2012 Paratransit Program Plans and Budgets for \$8.95 Million and Minimum Service Level Grants for \$100,000**

Recommendation

Staff recommends that the Commission approve PAPCO's recommendations for both the mandated and non-mandated paratransit programs for \$8.95 Million and for two Minimum Service Level Grants for a total of \$100,000.

Summary

Each year, all paratransit programs that receive Measure B funds are required to submit a paratransit plan and budget for the forthcoming fiscal year. The Alameda CTC provides estimated annual revenues to each paratransit program. The Alameda CTC's Paratransit Advisory and Planning Committee (PAPCO) is responsible for carefully reviewing all Measure B Paratransit Program Claims for funding. PAPCO also has the responsibility to determine the distribution of up to \$100,000 in Minimum Service Level Grants (MSL). PAPCO's job with respect to program plan review is not to reinvent individual programs, but rather to encourage the best overall service in the County through coordination, a focus on cost effectiveness, ensuring consumer involvement and offering their own experiences for making programs more responsive to consumer needs. PAPCO reviews all applications and makes recommendations to the Commission for funding. Attachment A includes a detailed summary of PAPCO's recommendations for these programs.

Background

PAPCO members reviewed all thirteen Measure B program plan claims for fiscal year 2011/12 over a period of three meetings (two subcommittee meetings and the May PAPCO meeting). PAPCO members were asked to sign up for up to two review meetings. A few members attended both meetings to increase their understanding of the diversity of programs in the County. Following a brief presentation by each program manager – including an overview of their program, budget highlights, planning process overview, and challenges faced by the program – each PAPCO Subcommittee made comments/suggestions to the individual program managers and made a recommendation for approval which was forwarded to the entire PAPCO on May 23. It is estimated that funding for these programs in FY 11/12 will result in approximately 973,000 rides for paratransit users in Alameda County.

At PAPCO's May 23rd meeting, members approved all city-based program plans and base funding, requested quarterly updates from the Cities of Alameda and Hayward, approved a \$75,000 Minimum Service Level Grant for the City of San Leandro, and approved a \$25,000 Minimum Service Level Grant for the City of Oakland. Attachment A provides a description of each of the plans, and includes the PAPCO subcommittee comments.

Fiscal Impacts

These recommended actions will authorize implementation of 13 paratransit programs in Alameda County for \$8.95 Million and two Minimum Service Level Grants for a total of \$100,000. The combined impact of these approvals is \$9.05 Million from Special Transportation for Seniors and People with Disabilities funds.

Attachment

Attachment A: Paratransit Program Plans and Budgets Summary

Measure B Paratransit PAPCO Program Plan Review

Fiscal Year 2011/12

The table below summarizes PAPCO's recommendation to the Commission for Measure B paratransit claims for fiscal year 2011/12 for base funding and Minimum Service Level (MSL) grants. Programs whose services fell below PAPCO-defined Minimum Service Levels were eligible to apply for MSL grants.

Detailed comments were made by PAPCO members regarding each program. Please see the next section of this document for a summary of their comments.

Paratransit Programs Approved May 2011	Measure B Funding Allocation FY 11/12	MSL Request FY 11/12	MB % of Total Budget FY 11/12*	Total Projected Rides FY 11/12	Total Projected Meals Delivered FY 11/12	Total Projected EBP tix Purchase FY 11/12
City of Alameda	\$145,742		100%	12,300		250
City of Albany	\$25,555		100%	4,070	1,100	
City of Berkeley	\$169,460		59%	9,540		1,500
City of Emeryville	\$22,426		14%	7,300	20	500
City of Fremont	\$652,493		100%	18,500	54,000	
City of Hayward	\$630,950		97%	19,913	55,629	625
City of Newark	\$141,789		93%	4,200	12,000	
City of Oakland	\$868,385	\$25,000	86%	27,200		
City of Pleasanton	\$79,873		15%	16,000		
City of San Leandro	\$243,066	\$75,000	75%	8,772		
City of Union City	\$258,510		33%	20,000		
East Bay Paratransit	\$5,591,716**		16%	779,661		
LAVTA	\$128,699		9%	45,600		
TOTALS	\$8,958,664	\$100,000		973,056	122,749	2,875

* Programs may also receive funding from fares, General Fund, and other sources

** AC Transit allocated \$4,111,848 and BART allocated \$1,479,868

PAPCO Recommendation Process

PAPCO members reviewed all Measure B program plan claims for fiscal year 2011/12 over a period of three meetings (two subcommittee meetings and the May PAPCO meeting). PAPCO members were asked to sign up for one or two review meetings. A few members attended both meetings to increase their understanding of the diversity of programs in the County. Following a brief presentation by each program manager – including an overview of their program, budget highlights, planning process overview, and challenges faced by the program – each PAPCO Subcommittee made comments/suggestions to the individual program managers and made a recommendation for approval which was forwarded to the entire PAPCO on May 23.

April 29, 2011

The following PAPCO members were present:

- Larry Bunn
- Shawn Costello
- Jane Lewis
- Betty Mulholland
- Rev. Carolyn Orr
- Sharon Powers
- Vanessa Proee
- Carmen Rivera-Hendrickson
- Michelle Rousey
- Clara Sample
- Harriette Saunders
- Will Scott
- Sylvia Stadmire

The following Paratransit Program plans were presented:

- City of Alameda, *Gail Payne*, presenter
- City of San Leandro, *Joann Oliver*, presenter
- City of Oakland, *Hakeim McGee*, presenter
- City of Emeryville, *Kevin Laven*, presenter
- City of Pleasanton, *Pam Deaton*, presenter
- Livermore Amador Valley Transit Authority, *Jeff Flynn, Kadri Klm*, presenters

May 2, 2011

The following PAPCO members were present:

- Aydan Aysoy
- Larry Bunn
- Shawn Costello
- Herb Hastings
- Betty Mulholland
- Rev. Carolyn Orr
- Vanessa Proee
- Carmen Rivera-Hendrickson
- Michelle Rousey
- Clara Sample
- Harriette Saunders
- Will Scott
- Sylvia Stadmire
- Maryanne Tracy-Baker
- Esther Waltz
- Hale Zukas

The following Program Plans were presented:

- East Bay Paratransit, *Laura Timothy, BART and guest, Mark Weinstein*, presenters
- City of Berkeley, *Drew King, and guest, Beverly Bolden*, presenters
- City of Albany, *Isabelle Leduc*, presenter

- City of Hayward, *Anne Culver*, presenter
- City of Union City, *Wilson Lee*, presenter
- City of Newark, *David Zehnder*, presenter
- City of Fremont, *Shawn Fong*, presenter

Overall Trends Noted by Committee Members and Staff:

- Concerns with reciprocal eligibility and regional trips
- Interest in more population data

On **May 23, 2011**, the full PAPCO Committee reviewed recommendations from the PAPCO Program Plan Review subcommittees and moved on all subcommittee recommendations.

A motion to approve the subcommittee recommendation on base program and Minimum Service Level funding was made by Will Scott and seconded by Shawn Costello. The recommendation included approval of base funding for all programs and conditional approval for the Cities of Alameda and Hayward. The condition for the City of Alameda's approval is in-person quarterly reporting to address remaining budget reserves. The conditions for the City of Hayward's approval is in-person quarterly reporting and Alameda CTC staff approval of "new" programs – including shuttle, taxi program, travel training, EBP tickets, capital purchase of scrolling signs, and new elements of customer service and outreach budget. The motion was carried unanimously.

The following PAPCO members were present:

- | | |
|-----------------------|-----------------------------|
| • Aydan Aysoy | • Carmen Rivera-Hendrickson |
| • Shawn Costello | • Michelle Rousey |
| • Jane Lewis | • Clara Sample |
| • Jonah Markowitz | • Will Scott |
| • Betty Mulholland | • Sandra Johnson Simon |
| • Rev. Carolyn M. Orr | • Sylvia Stadmire |
| • Sharon Powers | • Esther Waltz |
| • Vanessa Proee | • Hale Zukas |

City of Alameda – Measure B Claim for FY 11/12 is \$145,742

Overview of Services provided for application year

- Taxi program
- Shuttle
- Group Trips
- EBP Tickets
- Capital purchases (benches, signs)

PAPCO's Comments:

- Continue doing a good job.
- Doing better and looking at the whole community.
- Still concerned about reserves.

- Quarterly updates are still requested.
- Program improving.

Subcommittee Recommendation:

Betty Mulholland made a motion for full funding; Shawn Costello seconded the motion; the motion did not carry (4 yes/7 no). Sylvia Stadmire made a motion for full funding with a condition of quarterly reporting; Michelle Rousey seconded the motion; the motion passed (9 yes/2 abstain).

City of Albany – Measure B Claim for FY 11/12 is \$25,555

Overview of Services provided for application year

- Taxi program
- Shuttle
- Group Trips
- Meal delivery
- Gap Grant funded walking trips

PAPCO's Comments:

- Like program and city as a whole.
- Glad you are delivering meals and getting van to outer areas.
- Program moving along nicely.
- Glad van works 5 days a week.
- Impressed with meals program.
- Like that program addresses whole person.
- Like group trips.
- Like integration efforts and adaptability.
- Like personal help at door.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Herb Hastings seconded the motion; the motion passed unanimously.

City of Berkeley – Measure B Claim for FY 11/12 is \$169,460

Overview of Services provided for application year

- Taxi program
- Wheelchair van program
- EBP Tickets

PAPCO's Comments:

- Please explore reciprocal communication and eligibility.
- Please make sure financial information is submitted correctly.
- Appreciate your efforts.

- Like program; supports outreach to minorities.
- Like to see more information on 95% on-time performance.
- Encourage consideration for issues of wheelchair riders.
- Like thoroughness of driver training.
- Commends commitment to keeping program going in trying times.
- Surprised at reserves.
- Excellent program.
- Hope city doesn't stop programs at West Berkeley senior center.
- Berkeley looks after citizens well, especially disabled.
- Good programs, appreciates work for seniors and disabled in maintaining independence.

Subcommittee Recommendation:

Maryanne Tracy-Baker made a motion for full funding; Larry Bunn seconded the motion; the motion passed unanimously.

City of Emeryville – Measure B Claim for FY 11/12 is \$22,426

Overview of Services provided for application year

- Taxi program
- Group Trips
- EBP Tickets
- Meal delivery
- Gap Grant funded Shuttle

PAPCO's Comments:

- Improving every year.
- Has come a long way, nice to see city involvement.
- Commends program.
- Doing a good job, keep improving.
- Program on right track.
- Would like to see assistance to agencies in other jurisdictions, we like that group trips are open to other cities.
- Would like to see a consumer survey.
- Look into reimbursement costs from more partners.
- Wish more cities had open eligibility (Emeryville allows non-residents to pay for Senior Center membership, thus giving them access to group trips, but not taxi).
- Might try group trips.
- For survey-consider accessibility for blind or low vision.

Subcommittee Recommendation:

Vanessa Proee made a motion for full funding; Clara Sample seconded the motion; the motion passed unanimously.

City of Fremont – Measure B Claim for FY 11/12 is \$652,493

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Group Trips
- Meal delivery
- Gap Grant funded Travel Training
- Gap Grant funded Volunteer Driver program
- Gap Grant funded taxi program

PAPCO's Comments:

- Numbers match.
- Plan is always perfect.
- Good job.
- Thorough presentation.
- Wished I lived in Fremont.
- Well written plan.
- Great program.
- Impressed by statistics.
- Proud of Shawn Fong.
- Love the focus on outreach.
- Commendation on fast certification and consumer assistance with languages.

Subcommittee Recommendation:

Larry Bunn made a motion for full funding; Sylvia Stadmire seconded the motion; the motion passed unanimously.

City of Hayward – Measure B Claim for FY 11/12 is \$630,950

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Shuttle
- Group Trips
- EBP Tickets
- Meal delivery
- Taxi program
- Travel Training
- Capital purchases (scrolling signs)

PAPCO's Comments:

- Very thorough presentation.
- Thank you for written responses for finance questions.

- Looking forward to new vision for Hayward.
- Glad you're paying attention to safety and coordinating with nearby services.
- Appreciates free fares.
- Appreciates 55 age limit.
- Would like to see you work with the Hayward PAC more in the future.
- Sounds like a great program.
- Good format.
- Not sure of "cultural competency" terminology
- Monitor open ridership on shuttle.
- Like idea of silent radios.
- Still like to see emergency plan.
- Concerned about shuttle coverage.
- Found some answers unconvincing.
- Make sure whole community is served.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for funding with a condition of quarterly reporting throughout the next fiscal year and that they work with staff to get approval on the new elements of their plan; Betty Mulholland seconded the motion; the motion passed unanimously.

City of Newark – Measure B Claim for FY 11/12 is \$141,789

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Meal delivery
- Gap Grant funded taxi program

PAPCO's Comments:

- Good job, continue improvements.
- Continue to move forward in outreach.
- Would like to see more info about community involvement.
- Still need a PAPCO appointee.
- Doing great, increase language capability.
- Please work with AC Transit to find underserved riders and fix path of travel.
- Please set up new vehicle with lift that goes over 600 lbs.
- Keep up the good work and outreach.
- Appreciates low administrative costs.
- Happy that senior center is reopening.

Subcommittee Recommendation:

Michelle Rousey made a motion for full funding; Esther Waltz seconded the motion; the motion passed unanimously.

City of Oakland – Measure B Claim for FY 11/12 is \$868,385

Overview of Services provided for application year

- Taxi program
- Wheelchair van program
- Gap Grant funded shuttle program

PAPCO's Comments:

- Wonderful job.
- Would like to see survey and possible program expansion.
- Would like to see eligibility from outside cities.
- Keep up the good work.
- Do a good job with what they have, shows wisdom.
- Impressed with new manager in the last few years.
- Any expansion should be in Oakland.
- There is a need to increase the number of ramped taxis.
- Admirable job in working with economy.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Larry Bunn seconded the motion; the motion passed unanimously.

City of Pleasanton – Measure B Claim for FY 11/12 is \$79,873

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Gap Grant funded shuttle
- Gap Grant funded Volunteer Driver program

PAPCO's Comments:

- All sounds good.
- Keep up the good work.
- Encourage to work with disabled between 18 and 65.
- Would like to see more cooperation with other tri-valley providers.
- Good job.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Sharon Powers seconded the motion; the motion passed unanimously.

City of San Leandro – Measure B Claim for FY 11/12 is \$243,066

Overview of Services provided for application year

- Pre-scheduled door-to-door program for medical trips
- Shuttle

PAPCO's Comments:

- Good job.
- Please coordinate with Hayward shuttle.
- Please coordinate dropping the medical trips age eligibility from 75 to 65.
- Would like to see more door-to-door.
- Would like to see eligibility from outside cities.
- Would like to see taxi voucher program implemented, including accessible taxis.
- Liked financial portion of presentation.
- Flag down would be difficult for low vision riders (San Leandro's Flex shuttle will stop in between regular stops if an eligible rider "flags" them, the member wasn't sure how someone with low-vision would be able to do that).

Subcommittee Recommendation:

Carmen Rivera-Hendrickson made a motion for full funding; Larry Bunn seconded the motion; the motion passed unanimously.

City of Union City – Measure B Claim for FY 11/12 is \$258,510

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program
- Premium door-to-door program
- Gap Grant funded taxi program

PAPCO's Comments:

- Program is still good.
- Like presentation.
- Excellent program.
- Please note holiday options (Although Union City does not operate on certain holidays, East Bay Paratransit will provide service in their area on those days. The member did not see that in the program description).
- Hope you continue to work well with contractor.
- Like that you are using alternative fuels; you are an example.
- Grateful for program.
- Followed plan.
- Liked that you are participating in Tri-City Taxi program.
- Would like to see emergency same day service.
- Awesome, especially "green" initiatives.

- Paratransit takes up 20% of total costs, it is hard to believe that it takes up half of staff time.
- Great presentation, kudos.
- Please look into expanding Para plus geographically.

Subcommittee Recommendation:

Larry Bunn made a motion for full funding; Sylvia Stadmire seconded the motion; the motion passed unanimously.

East Bay Paratransit – Measure B Claim for FY 11/12 is \$5,591,716 (AC Transit allocated \$4,111,848 and BART allocated \$1,479,868)

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program

PAPCO's Comments:

- Still not seeing comment cards in vehicles.
- Would like to see better communication on regional trips through East Bay Paratransit.
- Dispatchers are very good with the volume of rides.
- Please fix vans (suspension).
- Would like to see clearer policy on ride time.
- Would like clarification on ¾ mile area around BART (especially Dublin).
- Is it possible to guarantee ride time of less than one hour?
- Glad that we have East Bay Paratransit as a resource and glad that we have door-to-door service
- Appreciates service and thinks paying fare is reasonable.
- Grateful for service and service area.
- Keep up the great work.
- Please take into consideration longer preparation time for wheelchair users.
- Would like to see regional trips make better use of Regional Eligibility Database (RED) (a Bay-area wide listing of all ADA-eligible riders)
- Please find solution to 600 lb limit.
- Please share eligibility info with other areas when requested more timely.
- Support strong use of RED and reciprocal rides/trips.
- Customer worthy vehicles.
- Love this service, comes through for me.
- Concerned with dispatchers and manifests.
- Include secondary contact info.
- You've come a long way.
- Please bring back secret rider program.

Subcommittee Recommendation:

Will Scott made a motion for full funding; Michelle Rousey seconded the motion; the motion passed unanimously.

Livermore Amador Valley Transit Authority (LAVTA) – Measure B Claim for FY 11/12 is \$128,699

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program
- New Freedom Grant funded taxi program

PAPCO's Comments:

- Record of public hearings.
- Clearer explanation of no shows and late cancellation policy.
- Next time with Program Plan Review application, include outreach efforts associated with major changes.
- Would like to see all committees work together more on major decisions.
- Would like to see anything related to Dial A Ride or ADA brought to WHEELS Accessible Advisory Committee in timely manner (even if a special meeting needs to be scheduled).
- Waiting to see how American Logistics Company change goes.
- Major decisions need to have early dialogue with all parties as soon as they are known.
- Really enjoyed hearing about program.
- Would like to hear back about changes.

Subcommittee Recommendation:

Will Scott made a motion for full funding; Harriette Saunders seconded the motion; the motion passed with one abstention.

Minimum Service Level Measure B Claims for FY 11/12 – City of Oakland \$25,000; City of San Leandro \$75,000

Subcommittee Recommendation:

Harriette Saunders made a motion to approve both requests for MSL grant funding; Shawn Costello seconded the motion; the motion passed unanimously.

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METROPOLITAN
TRANSPORTATION
COMMISSION

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Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

June 1, 2011

Potential New Freedom Applicants
San Francisco Bay Area

RE: Call for Projects: New Freedom Program for Large Urbanized Areas – Cycle 4

Dear Potential New Freedom Applicants:

The Metropolitan Transportation Commission (MTC) invites your agency or organization to submit applications for the New Freedom grant program. Successful applicants will receive Federal Transit Administration (FTA) funding to support new public transportation services and/or public transportation alternatives beyond those required by the Americans for Disabilities Act (ADA) of 1990. The available funding is \$3.7 million for projects that will serve the Bay Area's large urbanized areas (UAs). Caltrans conducts a separate application process for small UAs and non-UAs.

Program Requirements

Project Eligibility

The eligibility requirements are:

1. Projects must be intended to assist individuals with disabilities with accessing transportation services; and
2. Projects must expand the transportation mobility options of disabled individuals beyond the requirements of ADA; and
3. Projects must be "new", that is, they must not have been implemented or operational on August 10, 2005, and must not have had an identified funding source as of August 10, 2005; and
4. Projects must be derived from the Bay Area's Coordinated Public Transit – Human Services Transportation Plan.

Examples of eligible public transportation *services* beyond those required by ADA include paratransit enhancements, feeder services, accessibility improvements to transit and intermodal stations not designated as key stations, travel training, and new and expanded fixed route and demand responsive transit services planned for and designed to meet the needs of individuals with disabilities. Examples of eligible public transportation *alternatives* beyond those required by ADA include the purchase of vehicles with wheelchair accommodations for vanpooling, administration of voucher programs, administration of volunteer driver programs, and mobility management.

Eligible Applicants

There are three categories of eligible applicants for New Freedom funds: a) private non-profit organizations; b) state or local governmental authorities; and c) operators of public transportation services, including private operators of public transportation services.

Federal/Local Share and Compliance with Federal Requirements

Funds can be used for capital and operating expenses. The federal New Freedom share of the total eligible cost can be no more than 80 percent for capital and mobility management projects and 50 percent for operating projects. The local share must be provided from sources other than federal transportation funds.

Recipients must comply with all pertinent federal requirements, including quarterly reporting of project progress and project performance.

Programming Targets

MTC seeks to program under this Call for Projects the FY2010 and FY2011 apportionments for the large UAs. The amounts are as follows:

Urbanized Area (UA)	Third Cycle Targets
Bay Area Large UA	\$3,752,897
Antioch	\$141,075
Concord	\$283,493
San Francisco-Oakland	\$2,212,018
San Jose	\$929,868
Santa Rosa	\$186,443

The urbanized areas are actually larger than the cities for which they are named. A map of the UAs is included in MTC's Program Guidelines. The above amounts are the target programming amounts for projects that will provide services within a given UA. Projects that will provide services in multiple UAs are eligible to apply for funds apportioned to all of the affected UAs.

How to Apply

The Program Guidelines contain detailed information on the New Freedom Program and this Large Urbanized Area Call for Projects. The guidelines and application forms are available at http://www.mtc.ca.gov/funding/new_freedom.htm.

Applications are due by 5:00 p.m. on Friday, August 5, 2011 to the addressee below.

Kristen Mazur
Metropolitan Transportation Commission
Joseph P. Bort MetroCenter
101 Eighth Street
Oakland CA 94607-4700.

A workshop for prospective applicants will be held from 10:00 a.m. to 12:00 p.m. on Tuesday, June 28, 2011 at MTC's office on 101 Eighth Street in Oakland (2nd floor Claremont Conference Room). Attendance is not required but encouraged.

Application Evaluation

After initial screening by MTC staff to determine eligibility, a panel consisting of Bay Area representatives of disabled population interests and MTC staff will evaluate and score the applications. Applications will be evaluated based on MTC-adopted criteria including: demonstration of need and expected benefits; evidence of coordination, partnership, and outreach efforts; and project readiness.

MTC reserves the right to waive minor irregularities in applications, and to request additional information from the applicants. Preliminary results are expected to be announced by October 2011.

We look forward to receiving your project applications. Please contact Kristen Mazur at kmazur@mtc.ca.gov or (510) 817-5789 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Alix Bockelman", with a long horizontal flourish extending to the right.

Alix Bockelman
Director, Programming & Allocations

AB: KM

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METROPOLITAN
TRANSPORTATION
COMMISSION

New Freedom Cycle 4 Program Guidelines for Large Urbanized Areas

June 2011

**METROPOLITAN TRANSPORTATION COMMISSION
NEW FREEDOM CYCLE 4 PROGRAM GUIDELINES
FOR LARGE URBANIZED AREAS**

June 2011

The following guidelines are excerpted from Federal Transit Administration (FTA) Circular C 9045.1, the *New Freedom Program Guidance and Application Instructions*, except where modified to meet the region's needs or where additional clarification is provided. The FTA Circular is available at www.fta.dot.gov/laws/circulars/leg_reg_6624.html. MTC's Program Management Plan for New Freedom can be found at http://www.mtc.ca.gov/funding/FTA/RES-3986_approved.pdf.

1. **STATUTORY AUTHORITY.** The New Freedom Program is authorized under the provisions set forth in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, (SAFETEA-LU), enacted on August 10, 2005, as codified at 49 U.S.C. 5317. The Secretary may make grants to recipients for new public transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. 12101 et seq.), that assist individuals with disabilities with transportation, including transportation to and from jobs and employment support services.
2. **PROGRAM GOAL.** The New Freedom formula grant program aims to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60 percent of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to reduce barriers to transportation services and expand the transportation mobility options available to people with disabilities beyond the requirements of the ADA of 1990.
3. **FUNDING APPORTIONMENT AND AVAILABILITY.** New Freedom funds are first apportioned 60 percent to large urbanized areas¹ (UAs), 20 percent to small UAs, and 20 percent to non-UAs. Funds are then apportioned to all designated recipients for an area type by the ratio of the number of disabled individuals in the designated recipient's area to the total number of disabled individuals for that area type. **Figure 1** shows the Bay Area's five large UAs and seven small UAs. (Note that the names given to the urbanized areas correspond to the most populated city/cities within the area, and that the urbanized areas themselves are larger than the cities for which they are named.) **Table 1** shows large UA apportionments for FYs 2006 through 2011. Funds are available to the region for obligation during the fiscal year of apportionment plus two additional years. Starting this cycle, MTC is adding a project delivery requirement that project sponsors must expend the New Freedom funds within three years of the FTA grant award or execution of subrecipient agreement with MTC, whichever is applicable.

¹ An urbanized area is an area encompassing a population of not less than 50,000 people that has been defined and designated in the most recent decennial census as an "urbanized area" by the Secretary of Commerce. Large urbanized areas as used in the context of FTA formula grant programs are urbanized areas with a population of greater than 200,000, and small urbanized areas are those with a population of at least 50,000 but less than 200,000.

Table 1. New Freedom Program Apportionments

Area	Past Calls for Projects				Current Call for Projects	
	Actual FY 2006	Actual FY 2007	Actual FY 2008	Actual FY 2009	Actual FY 2010	Actual FY 2011
Bay Area Large UA	\$1,545,232	\$1,612,117	\$1,741,484	\$2,007,374	\$1,970,119	\$1,980,295
Antioch	\$56,232	\$60,601	\$65,464	\$75,459	\$74,058	\$74,441
Concord	\$127,429	\$121,779	\$131,551	\$151,636	\$148,822	\$149,591
S.F.-Oakland	\$885,254	\$950,208	\$1,026,459	\$1,183,180	\$1,161,221	\$1,167,218
San Jose	\$404,370	\$399,440	\$431,494	\$497,374	\$488,143	\$490,665
Santa Rosa	\$71,947	\$80,089	\$86,516	\$99,725	\$97,875	\$98,380

UA = Urbanized Area

= Subject of Current Call for Projects

4. **ROLE OF THE DESIGNATED RECIPIENTS.** MTC is the designated recipient for the Bay Area's large UA funding apportionment, and Caltrans is the designated recipient for California's small and non-UA funding apportionments. The designated recipient is responsible for conducting the competitive selection process to determine which projects should receive funding. For the large UA apportionment, the competitive selection is conducted on a region-wide basis. For the small and non-UA apportionment, the competitive selection is conducted by Caltrans on a statewide basis.

Once projects are selected in the large UA competitive process, transit operators with selected projects that are FTA grantees (i.e., transit operators that are direct recipients under Section 5307 and typically receive funds directly from FTA) must submit their own New Freedom grants to FTA and serve as direct recipients of the funds. MTC reserves the right to reprogram funds if direct recipients fail to obligate the funds through grant submittal and FTA approval within 12 months of program approval. Direct recipients are responsible for carrying out the terms of their grants.

MTC will serve as the direct recipient of New Freedom funds for transit operators or public entities that are not FTA grantees, and for non-profits that are selected in the large UA competitive process. These agencies and organizations will enter into a subrecipient relationship with MTC through the execution of funding agreements with MTC. MTC will monitor subrecipient compliance with federal requirements through inclusion of such requirements in funding agreements and through ongoing monitoring activities.

5. **FUNDING DISTRIBUTION.** Projects may compete for funding that is apportioned to the UA in which the project will provide services. Projects that will provide services in multiple UAs may compete for funding from all of the affected UAs. This call for projects is for large UAs only.

Large UA Programming Targets. Cycle 1 programmed the FY2006 apportionment, Cycle 2 programmed the FY2007 apportionment, and Cycle 3 programmed the FY2008 and FY2009 apportionments. The total funding available for the Bay Area's large UAs in Cycle 4 is approximately \$3.7 million. This consists of the FY2009-10 and FY2010-11 apportionments, less a five percent takedown for program administration.² The target programming amount for each large UA is shown in **Table 2**. There is no minimum or maximum grant request,

² The federal New Freedom guidance allows MTC to use up to 10 percent of the total fiscal year New Freedom apportionment to fund program administration costs including administration, planning and technical assistance. In Cycle 4, MTC will set aside five percent of the region's large UA apportionment for program administration.

except that applicants should not request more than the target amount for the large UAs in which their projects will provide services.

Table 2. Programming Targets for New Freedom Program Cycle 4

Area	Cycle 4 Targets
Bay Area Large UA	\$3,752,897
Antioch	\$141,075
Concord	\$283,493
San Francisco-Oakland	\$2,212,018
San Jose	\$929,868
Santa Rosa	\$186,443

UA = Urbanized Area

Small and Non-UA Programming Targets. The small and non-UA calls for projects are conducted by Caltrans. The last small and non-UA call for projects took place in winter 2009. Additional information about the small and non-UA call for projects can be found on the Caltrans website: <http://www.dot.ca.gov/hq/MassTrans/5317.html>

6. **ELIGIBLE RECIPIENTS/SUBRECIPIENTS.** There are three categories of eligible recipients/subrecipients of New Freedom funds: a) private non-profit organizations; b) state or local governmental authorities; and c) operators of public transportation services, including private operators of public transportation services.

All recipients/subrecipients will be required to have a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number and provide it during the application process.³ A DUNS number may be obtained from D&B by telephone (866-705-5711) or the Internet (<http://fedgov.dnb.com/webform>).

7. **ROLE OF RECIPIENTS/SUBRECIPIENTS.** New Freedom recipients/subrecipients' responsibilities include:
- For direct recipients (transit operators who are FTA grantees), submitting a grant application to FTA and carrying out the terms of that grant;
 - Meeting program requirements and grant/funding agreement requirements including, but not limited to, Title VI reporting requirements;
 - Making best efforts to execute selected projects; and
 - Complying with other applicable local, state, and federal requirements.
8. **ELIGIBLE ACTIVITIES.** New Freedom Program funds are available for capital and operating expenses that support new public transportation services beyond those required by the ADA and new public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities with accessing transportation services, including transportation to and from jobs and employment support services. "New" service is any service or activity that was not operational on August 10, 2005, and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Plan (TIP) or the STIP. In other words, if not for the New Freedom Program, the project would not have consideration for funding, and the proposed

³ A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique, non-indicative 9-digit identifier issued and maintained by D&B that verifies the existence of a business entity. The DUNS number is a universal identifier required for Federal financial assistance applicants, as well as recipients and their direct subrecipients.

service enhancements would not be available for individuals with disabilities. Recipients or subrecipients may not terminate ADA paratransit enhancements or other services funded as of August 10, 2005, in an effort to reintroduce the services as “new” and then receive New Freedom funds for those services.

Both new public transportation services and new public transportation alternatives are required to go beyond the requirements of the ADA and must (1) be targeted toward individuals with disabilities; and (2) meet the intent of the program by removing barriers to transportation and assisting persons with disabilities with transportation, including transportation to and from jobs and employment services.

Following is an illustrative list of activities that are eligible for funding under New Freedom:

New Public Transportation Services Beyond the ADA

- Enhancing paratransit beyond minimum requirements of the ADA
- Feeder services
- Making accessibility improvements to transit and intermodal stations not designated as key stations under 49 CFR 37.47, 37.51, or 37.53, and that are not required under 49 CFR 37.43 as part of an alteration or renovation to an existing station
- Travel training
- New and expanded fixed route and demand responsive transit service planned for and designed to meet the needs of individuals with disabilities⁴

New Public Transportation Alternatives Beyond the ADA

- Purchasing vehicles to support new accessible taxi, ride sharing, and/or vanpooling programs
- Supporting the administration and expenses related to new voucher programs for transportation services offered by human service providers
- Supporting new volunteer driver and aide programs
- Supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation

Refer to Appendix 1 for additional requirements pertaining to the above examples. The list is not intended to be exhaustive. Applicants are encouraged to develop innovative solutions to meet the needs of individuals with disabilities in their communities, considering the transportation needs, proposed solutions, and enhanced coordination strategies identified in the Bay Area’s Coordinated Public Transit-Human Services Transportation Plan (see Section 10).

9. FEDERAL/LOCAL MATCHING REQUIREMENTS.

- a. General. New Freedom funds may be used to finance capital and operating expenses. The Federal share of eligible capital and planning costs may not exceed 80 percent of the net cost of the activity. The federal share of the eligible operating costs may not exceed 50 percent of the net operating costs of the activity.

⁴ FTA originally said that these activities were not eligible for New Freedom funding; however, on April 29, 2009, the FTA issued a notice of policy statement in the Federal Register, announcing that it had revised its interpretation of the New Freedom circular to say that these activities are eligible for New Freedom funding. See Federal Register Vol. 74, No. 81, pages 19624-19627.

The local share of eligible capital costs shall be no less than 20 percent of the net cost of the activity, and the local share for eligible operating costs shall be no less than 50 percent of the net operating costs. All of the local share must be provided from sources other than federal Department of Transportation (DOT) funds. Some examples of sources of local match which may be used for any or all of the local share include: state or local appropriations; other non-DOT Federal funds; dedicated tax revenues; private donations; revenue from human service contracts; toll revenue credits; and net income generated from advertising and concessions. Non-cash share such as donations, volunteer services, or in-kind contributions is eligible to be counted toward the local match as long as the value of each is documented and supported, represents a cost which would otherwise be eligible under the program, and is included in the net project costs in the project budget.

Income from contracts to provide human service transportation may be used either to reduce the net project cost (treated as revenue) or to provide local match for New Freedom operating assistance. In either case, the cost of providing the contract service is included in the total project cost. No FTA program funds can be used as a source of local match for other FTA programs, even when used to contract for service.

- b. Exceptions. The Federal share is 90 percent for vehicle-related equipment and facilities required by the Clean Air Act (CAA) or the Americans with Disabilities Act (ADA). It is only the incremental cost of the equipment or facility required by the CAA or ADA that may be funded at 90 percent, not the entire cost of the vehicle or facility, even if the vehicle or facility is purchased for use in service required by the ADA or CAA.

Applicants wishing to apply for assistance at the higher match ratio should inform MTC before submitting an application, as MTC would need to consult the FTA regional office for further guidance regarding methods of computing the incremental cost.

- c. Use of Other Federal Funds. Local match may be derived from other federal programs that are eligible to be expended for transportation, other than funds from DOT programs. Examples of types of programs that are potential sources of local match include: employment, training, aging, medical, community services, and rehabilitation services. To be eligible for local match for FTA funds, the other federal funds must be used for activities included in the total net project costs of the FTA grant. Expenditure of other federal funds for transportation outside of the scope of the project cannot be applied as a credit for local match in the FTA grant. Specific program information for other types of Federal funding is available at www.unitedweride.gov.

- 10. COORDINATED PLANNING. SAFETEA requires that projects selected for funding under the Elderly Individuals and Individuals with Disabilities (Section 5310), Job Access and Reverse Commute (JARC), and New Freedom programs be “derived from a locally developed, coordinated public transit-human services transportation plan”, and that the plan be “developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public.” A locally developed, coordinated, public transit-human services transportation plan (“coordinated plan”) identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, and provides strategies for meeting those local needs. The Bay Area’s Coordinated Plan was adopted in December 2007 and is available at <http://www.mtc.ca.gov/planning/pths/>. The plan includes a low-income component and an elderly and disabled component, the latter being more germane to the New Freedom Program.

Agencies and organizations interested in applying for New Freedom funds must consider the transportation needs, proposed solutions, and enhanced coordination strategies presented in the Coordinated Plan in developing their project proposals. Applicants will be asked to demonstrate their proposed project's consistency with the Coordinated Plan. Following is a summary of the solutions and strategies that are identified in Chapters 7 and 8, respectively, of the elderly and disabled component of the plan.

Solutions to Gaps

- Additions or improvements to ADA paratransit
- Additions or improvements to demand-responsive services other than ADA paratransit
- Additions or improvements to transit services
- Improved access to transit services
- Information and assistance

Strategies to Enhance Coordination of Service Delivery

- Enhance land use and transportation coordination.
- Promote enhanced pedestrian access to public transit and alternative modes of travel.
- Promote coordinated advocacy and improve efforts to coordinate funding with human service agencies.
- Improve interjurisdictional and intermodal travel.
- Develop and implement mobility management approaches.

11. APPLICATION FORMS AND TECHNICAL ASSISTANCE. The application form will be available at http://www.mtc.ca.gov/funding/new_freedom.htm. Interested agencies must submit eight (8) paper copies and an electronic copy on CD of their application, including attachments, by 5:00 PM on Friday, August 5, 2011 to the addressee below. *Incomplete and/or late applications will not be considered.*

Kristen Mazur
Metropolitan Transportation Commission
Joseph P. Bort MetroCenter
101 Eighth Street
Oakland CA 94607-4700

A workshop for prospective applicants will be held from 10:00 AM to 12:00 PM on Tuesday, June 28, 2011 at the Claremont Conference Room on the 2nd floor of MTC's office. Attendance is not required but is encouraged. Beyond the workshop, MTC staff is available to provide technical assistance throughout the program process.

12. **APPLICATION EVALUATION.** Following an initial eligibility screening by MTC staff, eligible projects will be evaluated by a panel consisting of Bay Area representatives of disabled population interests and MTC staff. Applications will be evaluated based on the following criteria:

Need and Benefits	(maximum 40 points)
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Extent to which project addresses critical needs for disabled individuals as identified in the Coordinated Plan

Effectiveness at mitigating or eliminating transportation barriers for disabled individuals

Extent to which project promotes integration of disabled individuals into the work force and their full participation in society

Extent to which project could only be funded by New Freedom Program or federal human service grant programs

Extent to which project provides additional benefits

Coordination, Partnership, & Outreach	(maximum 30 points)
--	---------------------

Extent of coordination with other affected transportation systems, providers, and services, and with related social service programs

Extent to which project advances the development and implementation of coordinated transportation services

Extent of community support

Thoroughness of plan for marketing the project to beneficiaries

Project Readiness	(maximum 30 points)
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Reasonableness and completeness of funding plan

Project sustainability beyond the grant period

Thoroughness of implementation plan and reasonableness of project schedule

Ability to use New Freedom grant to leverage additional resources

Sponsor's experience in managing services for disabled individuals

How project fits into a larger program with well-defined goals, objectives, and performance standards

Sponsor's institutional capacity to manage the project

Sponsor's history of managing federal transportation funds

13. **TIMELINE.** The anticipated timeline for Cycle 4 is as follows:

Release Call for Projects	End of May 2011
Outreach	June/July 2011
Applicant Workshop at MTC	June 28, 2011
Project Applications Due to MTC	August 5, 2011 5:00 PM
Project Selection	August to Sept. 2011
Present Recommended Program of Projects to Policy Advisory Council, Transit Finance Working Group, Partnership Accessibility Committee, Partnership Technical Advisory Committee, etc.	October 2011
Present Recommended Program of Projects to MTC Programming & Allocations Committee	November 9, 2011
Commission Actions: Program Adoption and add projects to TIP	November 16, 2011
Grant preparation by MTC and Direct Recipients	December 2011
Federal TIP approval	January 4, 2012 (estimated)
Grant review by FTA	January 2012
Contract Negotiations between MTC and Subrecipients	Begin after FTA grant approval (estimated Feb. 2012)

14. **COMPLIANCE WITH FEDERAL REQUIREMENTS.** Applicants should be prepared to abide by all applicable federal requirements as specified in 49 U.S.C. Section 5317, FTA Circulars C 9045.1 and 4702.1A, the most current FTA Master Agreement MA(13), and the most current Certifications and Assurances for FTA Assistance Programs.

MTC includes language regarding these federal requirements in its funding agreements with subrecipients and requires each subrecipient to execute a certification of compliance with the relevant federal requirements. Subrecipient certifications are required of the subrecipient prior to the execution of a contract by MTC and annually thereafter when FTA publishes the annual list of certifications and assurances.

Direct recipients are responsible for adhering to FTA requirements through their agreements and grants with FTA directly.

15. **REPORTING REQUIREMENTS.** Subrecipients to MTC will be required to submit quarterly reports to MTC on the following:

- a. Budget or schedule changes, if any
- b. Progress toward meeting milestones
- c. Quantitative or qualitative information, as available, on the following measures:
 - (a) Services provided that impact availability of transportation services for individuals with disabilities as a result of the project for the reporting period;
 - (b) Additions or changes to environmental infrastructure, technology, vehicles that impact availability of transportation services as a result of the project for the reporting period;

- (c) Actual or estimated rides (as measured by one-way trips) provided for individuals with disabilities as a result of the project for the reporting period
- d. Financial status report
- e. Disadvantaged Business Enterprise (DBE) participation as applicable.

Direct recipients of New Freedom funds with active grants will be required to submit quarterly reports to FTA on the progress of their projects.

Detailed quarterly reporting requirements will be included in the funding agreement (if sponsor is a subrecipient to MTC) or in the FTA grant (if sponsor is a direct grantee with FTA).

Both direct recipients and subrecipients of New Freedom funds will be required to participate in FTA's annual Job Access and Reverse Commute (JARC) and New Freedom reporting, in which performance measures will be collected.

16. TITLE VI. In connection with MTC's Title VI monitoring obligations, as outlined in FTA Circular 4702.1A (Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients), applicants will be required to provide the following information in the grant application:

- a. The organization's policy regarding Civil Rights (based on Title VI of the Civil Rights Act) and for ensuring that benefits of the project are distributed equitably among low-income and minority population groups in the project's service area.
- b. Information on whether the project will provide assistance to predominantly minority and low-income populations. (Projects are classified as providing service to predominantly minority and low-income populations if the proportion of minority and low-income people in the project's service area exceeds the regional average minority and low-income population.)

In order to document that New Freedom funds are passed through without regard to race, color or national origin, and to document that minority populations are not being denied the benefits of or excluded from participation in the New Freedom program, MTC will keep a record of applications submitted for New Freedom funding. MTC's records will identify those applicants that would use grant program funds to provide assistance to predominantly minority and low-income populations and indicate whether those applicants were accepted or rejected for funding.

MTC requires that all New Freedom subrecipients submit all appropriate FTA certifications and assurances to MTC prior to funding agreement execution and annually thereafter when FTA publishes the annual list of certifications and assurances. MTC will not execute any funding agreements prior to having received these items from the selected subrecipients. MTC, within its administration, planning, and technical assistance capacity, also will comply with all appropriate certifications and assurances for FTA assistance programs and will submit this information to the FTA as required.

The certifications and assurances pertaining to civil rights include:

1. Nondiscrimination Assurances in Accordance with the Civil Rights Act
2. Documentation Pertaining to Civil Rights Lawsuits and Complaints

Nondiscrimination assurances included above involve the prohibition of discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibit discrimination in employment or business opportunity, as specified by 49 U.S.C. 5332 (otherwise known as Title VI of the Civil Rights Act of 1964), as amended (42 U.S.C. 2000d et seq.) and U.S. DOT regulations, *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act*, 49 C.F.R. Part 21. By complying with the Civil Rights Act, no person, on the basis of race, color, national origin, creed, sex, or age, will be excluded from participation in or be denied the benefits of any program for which the subrecipient receives federal funding via MTC.

As a condition of receiving New Freedom program funds, subrecipients must comply with the requirements of the US Department of Transportation's Title VI regulations. The purpose of Title VI is to ensure that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Subrecipients are also responsible for ensuring compliance of each third party contractor at any tier of the project.

Subrecipients must develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public upon request. In order to reduce the administrative burden associated with this requirement, subrecipients may adopt the Title VI complaint investigation and tracking procedures developed by MTC.

Subrecipients must prepare and maintain a list of any active investigations conducted by entities other than FTA, lawsuits, or complaints naming the subrecipient that allege discrimination on the basis of race, color, or national origin. This list shall include the date, summary of allegations, current status, and actions taken by the subrecipient in response to the investigation, lawsuit, or complaint.

Subrecipients must provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded to them by Title VI. Subrecipients that provide transit service shall disseminate this information to the public through measures that can include but shall not be limited to a posting on the agency's Web site.

All successful subrecipients must submit compliance reports to MTC. The following contents will be required with the submission of the standard agreement and annually thereafter with the submission of the annual FTA certifications and assurances:

1. A summary of public outreach and involvement activities undertaken and a description of steps taken to ensure that minority and low-income people had meaningful access to these activities.
2. A copy of the subrecipient's plan for providing language assistance for persons with limited English proficiency (LEP) that was based on the DOT LEP Guidance or a copy of the agency's alternative framework for providing language assistance.
3. A copy of the subrecipient procedures for tracking and investigating Title VI complaints.
4. A list of any Title VI investigations, complaints, or lawsuits filed with the subrecipient. This list should include only those investigations, complaints, or lawsuits that pertain to the subrecipient submitting the report, not necessarily the larger agency or department of which the entity is a part.
5. A copy of the subrecipient's notice to the public that it complies with Title VI and instructions to the public on how to file a discrimination complaint.

The first compliance report, submitted with the standard agreement, must contain all of the contents listed above. If, prior to the deadline for subsequent compliance reports, the subrecipient has not altered items 2, 3 and 5 above (its language assistance policies, procedures for tracking and investigating a Title VI complaint, or its notice to the public that it complies with Title VI and instructions to the public on how to file a Title VI complaint), the subrecipient should submit a statement to this effect in lieu of copies of the original documents. The annual compliance report should include an update on items 1 and 4.

Attachment A

New Freedom Program – Eligible Activities

The following list of eligible activities, excerpted from Federal Transit Administration (FTA) Circular C 9045.1, the *New Freedom Program Guidance and Application Instructions*, and Federal Register Vol. 74, No. 81, the *Notice of Policy Statement for Eligible New Freedom Projects* dated April 29, 2009, is intended to be illustrative, not exhaustive. Applicants are encouraged to develop innovative solutions to meet the needs of individuals with disabilities in their communities, considering the transportation needs, solutions, and strategies for enhanced coordination in the Bay Area’s Coordinated Public Transit-Human Services Transportation Plan (see Section 9 of MTC’s New Freedom Program Guidelines).

New Public Transportation Services Beyond the ADA*	
Enhancing paratransit beyond minimum requirements of the ADA	<p>ADA complementary paratransit services can be eligible under New Freedom in several ways as long as the services provided meet the definition of “new.”</p> <ul style="list-style-type: none"> ▪ Expansion of paratransit service parameters beyond the three-fourths mile required by the ADA; ▪ Expansion of current hours of operation for ADA paratransit services that are beyond those provided on fixed-route services; ▪ Incremental cost of providing same day service; ▪ Incremental cost of making door-to-door service available to all eligible ADA paratransit riders, but not as a reasonable modification for individual riders in an otherwise curb-to-curb system; ▪ Enhancement of the level of service by providing escorts or assisting riders through the door of their destination; ▪ Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for common wheelchairs under the ADA and labor costs of aides to help drivers assist passengers with over-sized wheelchairs. This would permit the acquisition of lifts with a larger capacity, as well as modifications to lifts with a 600 lb design load, and the acquisition of heavier-duty vehicles for paratransit and/or demand-response service; and ▪ Installation of additional securement locations in public buses beyond what is required by the ADA.
Feeder services	New “feeder” service (transit service that provides access) to commuter rail, commuter bus, intercity rail, and intercity bus stations, for which complementary paratransit service is not required under the ADA.

New Public Transportation Services Beyond the ADA* (continued)	
Making accessibility improvements to transit and intermodal stations not designated as key stations	<p>Improvements for accessibility at existing transportation facilities that are not designated as key stations established under 49 CFR 37.47, 37.51, or 37.53, and that are not required under 49 CFR 37.43 as part of an alteration or renovation to an existing station, so long as the projects are clearly intended to remove barriers that would otherwise have remained. New Freedom funds are eligible to be used for new accessibility enhancements that remove barriers to individuals with disabilities so they may access greater portions of public transportation systems, such as fixed-route bus service, commuter rail, light rail and rapid rail. This may include:</p> <ul style="list-style-type: none"> ▪ Building an accessible path to a bus stop that is currently inaccessible, including curbcuts, sidewalks, accessible pedestrian signals or other accessible features, ▪ Adding an elevator or ramps, detectable warnings, or other accessibility improvements to a non-key station that are not otherwise required under the ADA, ▪ Improving signage, or wayfinding technology, or ▪ Implementation of other technology improvements that enhance accessibility for people with disabilities including Intelligent Transportation Systems (ITS).
Travel training	New training programs for individual users on awareness, knowledge, and skills of public and alternative transportation options available in their communities. This includes travel instruction and travel training services.

New Public Transportation Services Beyond the ADA* (continued)	
New and expanded fixed route and demand responsive transit service planned for and designed to meet the needs of individuals with disabilities	<p>New or expanded fixed route service and new or expanded demand response service which constitute new public transportation services beyond those required by ADA of 1990 (42 U.S.C. Section 12101 et seq.) that assist individuals with disabilities with transportation, and are therefore eligible for funding under the New Freedom program, provided that these services: (1) Are identified in the grant applicant's coordinated public transit human services transportation plan; (2) Are available to the public at large but were planned and designed to meet the mobility needs of individuals with disabilities in response to circumstances where existing fixed route and demand response transportation is unavailable or insufficient to meet the mobility needs of individuals with disabilities; (3) Were not operational on August 10, 2005, and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Program (TIP) or the State Transportation Improvement Program (STIP); and (4) Are not designed to allow an agency to meet its obligations under the ADA or the DOT ADA implementing regulations at 49 CFR parts 37 and 38. Examples of such services would be:</p> <ul style="list-style-type: none"> ▪ A fixed route service that is open to the general public but that is extended to serve a congregate living facility or a workplace serving large numbers of individuals with disabilities; or ▪ A demand response service that is available to the general public but whose service coverage or span of service is designed in response to mobility needs expressed by individuals with disabilities. <p>FTA notes that expanded fixed route service may result in expanded ADA complementary paratransit service; since the ADA complementary paratransit service is required under the ADA, it would not be eligible for New Freedom funding. All new or expanded fixed route and demand responsive services funded under the New Freedom program will be subject to the requirements of the ADA and DOT ADA implementing regulations.</p>

New Public Transportation Alternatives Beyond the ADA*	
Purchasing vehicles to support new accessible taxi, ride sharing, and/or vanpooling programs.	New Freedom funds can be used to purchase and operate accessible vehicles for use in taxi, ridesharing and/or van pool programs provided that the vehicle has the capacity to accommodate a passenger who uses a “common wheelchair” as defined under 49 CFR 37.3, at a minimum, while remaining in his/her personal mobility device inside the vehicle, and meeting the same requirements for lifts, ramps and securement systems specified in 49 CFR part 38, subpart B.
Supporting the administration and expenses related to new voucher programs for transportation services offered by human service providers.	This activity is intended to support and supplement existing transportation services by expanding the number of providers available or the number of passengers receiving transportation services. Only new voucher programs or expansion of existing programs are eligible under the New Freedom Program. Vouchers can be used as an administrative mechanism for payment of alternative transportation services to supplement available public transportation. The New Freedom Program can provide vouchers to individuals with disabilities to purchase rides, including: (a) mileage reimbursement as part of a volunteer driver program; (b) a taxi trip; or (c) trips provided by a human service agency. Providers of transportation can then submit the voucher for reimbursement to the recipient for payment based on pre-determined rates or contractual arrangements. Transit passes for use on existing fixed route or ADA complementary paratransit service are not eligible. Vouchers are an operational expense which requires a 50/50 (Federal/local) match.
Supporting new volunteer driver and aide programs.	New volunteer driver programs are eligible and include support for costs associated with the administration, management of driver recruitment, safety, background checks, scheduling, coordination with passengers, and other related support functions, mileage reimbursement, and insurance associated with volunteer driver programs. The costs of new enhancements to increase capacity of existing volunteer driver programs are also eligible. FTA notes that any volunteer program supported by New Freedom must meet the requirements of both “new” and “beyond the ADA.” FTA encourages communities to offer consideration for utilizing all available funding resources as an integrated part of the design and delivery of any volunteer driver/aide program.

New Public Transportation Alternatives Beyond the ADA* (continued)	
Supporting new mobility management and coordination programs among public transportation providers and other human service agencies providing transportation.	<p>Mobility management is an eligible capital cost. Mobility management techniques may enhance transportation access for populations beyond those served by one agency or organization within a community. For example, a non-profit agency could receive New Freedom funding to support the administrative costs of sharing services it provides to its own clientele with other individuals with disabilities and coordinate usage of vehicles with other non-profits, but not the operating costs of the service. Mobility management is intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management activities may include:</p> <ul style="list-style-type: none"> ▪ The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults, and low-income individuals; ▪ Support for short term management activities to plan and implement coordinated services; ▪ The support of State and local coordination policy bodies and councils; ▪ The operation of transportation brokerages to coordinate providers, funding agencies and customers; ▪ The provision of coordination services, including employer-oriented Transportation Management Organizations' and Human Service Organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers; ▪ The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and ▪ Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of Geographic Information Systems (GIS) mapping, Global Positioning System Technology, coordinated vehicle scheduling, dispatching and monitoring technologies as well as technologies to track costs and billing in a coordinated system and single smart customer payment systems (acquisition of technology is also eligible as a stand alone capital expense).

* "New" service is any service or activity that was not operational on August 10, 2005, and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Plan (TIP) or the State TIP. In other words, the project would not have consideration for funding and the proposed service enhancement would not be available for individuals with disabilities if not for the New Freedom Program. Recipients or subrecipients may not terminate ADA paratransit enhancements or other services funded as of August 10, 2005, in an effort to reintroduce the services as "new" and then receive New Freedom funds for those services.



New Freedom Program
Cycle 4 Call for Projects for Large Urbanized Areas
Frequently Asked Questions
June 2011

1. [What is “beyond the ADA”?](#)
 2. [What is “new”?](#)
 3. [If a project has received New Freedom funds from a prior funding cycle, would it still be eligible to receive funding in future New Freedom calls for projects?](#)
 4. [Is replacement of equipment that was in use on August 10, 2005 an eligible capital expense?](#)
 5. [What happens to the funds if no one applies for them? Do they get rolled over to the next funding cycle?](#)
 6. [Is there a maximum grant amount?](#)
 7. [Does MTC prefer small grant requests? Does the risk of not being awarded a grant increase with the requested grant amount?](#)
 8. [What is mobility management?](#)
 9. [Are planning projects eligible to receive funding?](#)
 10. [Are vouchers an eligible expense?](#)
 11. [Is travel training an eligible expense only for ADA-eligible individuals?](#)
 12. [Which activities are operating and which are capital?](#)
 13. [Are there predetermined amounts that will go toward capital versus operating projects?](#)
 14. [Are private, for-profit taxi companies eligible to partner with a public agency for proposed projects?](#)
 15. [Are public agencies with jurisdiction outside of an urbanized area eligible to apply?](#)
 16. [Can a grant be spent over a period of years or would an applicant need to apply for each year of funding separately?](#)
 17. [Are there page limits to the application?](#)
 18. [In what format would MTC prefer the electronic file of the application?](#)
 19. [Can I apply for New Freedom funds for a project in a small urbanized area and/or non-urbanized area?](#)
 20. [Does MTC score the small urbanized area and non-urbanized area applications?](#)
-

1. Q. What is “beyond the ADA”?

A. Services that are not required under the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. § 12101 et seq.) or services, equipment, or facility enhancements that exceed minimum ADA obligations.

2. Q. What is “new”?

A. The New Freedom Program defines “new” as not having been implemented or operational on August 10, 2005 and not having an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Program (TIP) or State TIP. In other words, “new” refers to projects that would not have consideration for funding and

enhanced services that would not be available to individuals with disabilities were it not for the New Freedom Program. Note that applicants may not terminate ADA paratransit enhancements or other services funded as of August 10, 2005 in an effort to reintroduce the service as “new” and then be eligible to receive New Freedom funds for those services.

3. Q. If a project has received New Freedom funds from a prior funding cycle, would it still be eligible to receive funding in future New Freedom calls for projects?

A. Yes. The project would still be considered “new” i.e. the receipt of New Freedom funding would not count towards the eligibility requirement for a project to not have had an identified funding source as of August 10, 2005.

4. Q. Is replacement of equipment that was in use on August 10, 2005 an eligible capital expense?

A. Yes. Replacement of the equipment would qualify as “new,” so it would be an eligible capital expense.

5. Q. What happens to the funds if no one applies for them? Do they get rolled over to the next funding cycle?

A. New Freedom funds are obligated when FTA approves a grant(s) for the New Freedom projects. New Freedom funds are available for obligation during the fiscal year of apportionment plus two additional years. For Cycle 4, which involves the FY2010 and FY2011 large urbanized area apportionments, the FY2010 funds must be obligated (i.e., in an FTA-approved grant) by September 30, 2012 and the FY2011 funds must be obligated by September 30, 2013.

Once projects are selected in the Cycle 4 large UA competitive process, transit operators with selected projects that are FTA grantees (i.e., transit operators that are direct recipients under Section 5307 and typically receive funds directly from FTA) must submit their own New Freedom grants to FTA. MTC reserves the right to reprogram funds if direct recipients fail to obligate the funds through grant submittal and FTA approval within 12 months of program approval. MTC will submit a New Freedom grant to FTA for transit operators or public entities that are not FTA grantees, and for non-profits that are selected in the large UA competitive process.

MTC anticipates that Cycle 4 will be oversubscribed, and that there will not be any trouble meeting the obligation deadlines; However, should any funds—either from our region or from another region—remain unobligated at the end of the period of availability, they will be reapportioned by FTA to all urbanized areas across the country according to the New Freedom formula.

6. Q. Is there a maximum grant amount?

A. For large urbanized area funds, MTC has not set a limit (maximum nor minimum) for grant amounts. Practically, however, a grant request should not exceed the target amount(s) for the urbanized area(s) in which the proposed project would provide services.

7. Q. Does MTC prefer small grant requests? Does the risk of not being awarded a grant increase with the requested grant amount?

A. No, MTC has no preference with respect to amount of the requested grant. However, MTC reserves the right to negotiate with applicants to award lesser amounts than requested to develop a program of projects that the application evaluation panel deems would be most advantageous to the region's disabled population.

8. Q. What is mobility management?

A. In the context of the New Freedom Program, it is any initiative that is aimed at enhancing transportation access for the disabled population through increased coordination. It could involve brokering, facilitating, encouraging, coordinating, and managing traditional and non-traditional services to expand the array of transportation services available to individuals with disabilities. Mobility management is an eligible capital expense. The Appendix of MTC's New Freedom Program Guidelines contains examples of mobility management projects.

9. Q. Are planning projects eligible to receive funding?

A. Yes, but only in regard to planning for a mobility management project.

10. Q. Are vouchers an eligible expense?

A. Yes, if used for: (a) mileage reimbursement as part of a volunteer driver program; and/or (b) a taxi trip; and/or (c) trips provided by a human service agency. Only new voucher programs or expansion of existing programs are eligible. Transit passes for use on existing fixed route or ADA complementary paratransit service are not eligible. Vouchers are considered an operational expense.

11. Q. Is travel training an eligible expense only for ADA-eligible individuals?

A. No. Travel training for any individual with a disability is an eligible expense.

12. Q. Which activities are operating and which are capital?

A. In general, capital activities are associated with tangible items that have a useful life of more than one year; whereas operating activities do not typically entail tangible items. An exception is mobility management activities, which may not entail tangible items, but are considered by law to be eligible capital expenses.

13. Q. Are there predetermined amounts that will go toward capital versus operating projects?

A. No. Projects will be selected based on the evaluation criteria.

14. Q. Are private, for-profit taxi companies eligible to partner with a public agency for proposed projects?

A. Yes. If the public agency wants to use New Freedom funds for accessible taxis, the agency can purchase the accessible vehicles or fund the accessibility enhancements, hold the title to the vehicle, and lease the vehicle to the taxicab provider who will put the accessible vehicle in service.

15. Q. Are public agencies with jurisdiction outside of an urbanized area eligible to apply?

A. Yes, if they are proposing a project that would provide services within an urbanized area.

16. Q. Can a grant be spent over a period of years or would an applicant need to apply for each year of funding separately?

A. Grants may be spent over a period of years. If an applicant wishes to spend a grant over a period of years, that should be indicated in the project implementation and timeline section of the application.

17. Q. Are there page limits to the application?

A. No.

18. Q. In what format would MTC prefer the electronic file of the application?

A. PDF.

19. Q. Can I apply for New Freedom funds for a project in a small urbanized area and/or non-urbanized area?

A. Yes, but not through this large urbanized area (UA) call for projects. The small urbanized area (UA) and non-UA call for projects is conducted by Caltrans. As of May 2011, Caltrans does not have a schedule for the next small and non-UA call for projects. Additional information about the small and non-UA call for projects can be found on the Caltrans website: <http://www.dot.ca.gov/hq/MassTrans/5317.html>. Small UAs in the Bay Area include Fairfield, Gilroy-Morgan Hill, Livermore, Napa, Petaluma, Vacaville, and Vallejo.

20. Q. Does MTC score the small urbanized area and non-urbanized area applications?

A. MTC does not plan to score or evaluate small urbanized area (UA) and non-UA applications in future calls for projects; However, MTC staff will be available to provide information and assistance to potential applicants. MTC will also provide the Regional Certifications and Assurances that are needed for the application.



Countywide Transportation Plan Update and Transportation Expenditure Plan Development Overview

The Alameda CTC is in the process of updating the Alameda County Countywide Transportation Plan (CWTP), a 25-year plan that lays out a strategy for addressing transportation needs for all users in Alameda County and feeds into the Regional Transportation Plan. The Alameda CTC is also developing a new Transportation Expenditure Plan (TEP) concurrently with the CWTP.

The following committees are involved in the CWTP-TEP development process:

Steering Committee: Comprised of 13 members from the Alameda CTC including representatives from the cities of Berkeley, Emeryville, Hayward, Livermore, Newark, Oakland, Pleasanton, and Union City, as well as Alameda County, BART and AC Transit. Mayor Mark Green of Union City is the chair and Councilmember Kriss Worthington of Berkeley is the vice-chair. The purpose of the Steering Committee is to lead the planning effort, which will shape the future of transportation throughout Alameda County. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, tlengyel@alamedactc.org
- Beth Walukas, Deputy Director of Planning, (510) 208-7405, bwalukas@alamedactc.org

Technical Advisory Working Group (TAWG): Comprised of agency staff representing all areas of the County including planners and engineers from local jurisdictions, all transit operators in Alameda County, and representatives from the park districts, public health, social services, law enforcement, and education. The purpose of the Technical Advisory Working Group is to provide technical input, serve in an advisory capacity to the Steering Committee, and share information with the Community Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Beth Walukas, Deputy Director of Planning, (510) 208-7405, bwalukas@alamedactc.org
- Saravana Suthanthira, Senior Transportation Planner, (510) 208-7426, ssuthanthira@alamedactc.org

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Community Advisory Working Group (CAWG): Comprised of 27 members representing diverse interests throughout Alameda County including business, civil rights, education, the environment, faith-based advocacy, health, public transit, seniors and people with disabilities, and social justice. The purpose of the Community Advisory Working Group is to provide input on the Countywide Transportation Plan and the Transportation Expenditure Plan to meet the multi-modal needs of our diverse communities and businesses in Alameda County, serve in an advisory capacity to the Steering Committee, and share information with the Technical Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, tlengyel@alamedactc.org
- Diane Stark, Senior Transportation Planner, (510) 208-7410, dstark@alamedactc.org



Memorandum

DATE: June 2, 2011

TO: Planning, Policy and Legislation Committee

FROM: Beth Walukas, Deputy Director of Planning
Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation

SUBJECT: **Review of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/ Transportation Expenditure Plan Information**

Recommendation

This item is for information only. No action is requested.

Summary

This item provides information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS).

Discussion

ACTAC; the Planning, Policy and Legislation Committee (PPLC); the Alameda CTC Board; the Citizen's Watchdog Committee; the Paratransit Advisory and Planning Committee; the Citizen's Advisory Committee; and the Bicycle and Pedestrian Advisory Committee receive monthly updates on the CWTP-TEP and RTP/SCS. The purpose of this report is to keep various Committee and Working Groups updated on regional and countywide planning activities, alert Committee members about issues and opportunities requiring input in the near term, and provide an opportunity for Committee feedback in a timely manner. CWTP-TEP Committee agendas and related documents are available on the Alameda CTC website. RTP/SCS related documents are available at www.onebayarea.org.

June 2011 Update:

This report focuses on the month of June 2011. A summary of countywide and regional planning activities for the next three months is found in Attachment A and a three year schedule for the countywide and the regional processes is found in Attachment B and Attachment C respectively. Highlights include MTC's performance assessment, Alameda CTC's evaluation of transportation investment packages, the process for moving from the recently released Initial Vision Scenario to the Alternative Land Use Scenarios that are scheduled to be released by ABAG in July, and development of an Alameda Countywide land use scenario.

1) MTC/ Alameda CTC Project and Program Evaluation

Both MTC and Alameda CTC have begun the performance assessment and evaluation of the projects and programs that were received in the Call for Projects and Programs approved by the Board at its May meeting.

2) Release of Initial Vision Scenario and Development of Alternative Scenarios

ABAG and MTC are seeking input on the Initial Vision Scenario between now and June 2011 to use in the development of Alternative Land Use Scenarios, which are anticipated to be released in **July 2011**. In addition to providing input on the development of the Alternative Land Use Scenarios through the CWTP-TEP Committees, two public workshops, hosted by MTC and ABAG, were held on **May 19 and May 24** in Berkeley and Oakland, respectively. A joint Supervisorial Districts 1 and 2 SCS workshop was held on **May 14, 2011**. Over 80 elected officials from the cities, transit districts, and other special districts attended and provided input.

3) RTP/SCS Work Element Proposals and

MTC continues to refine their proposals and guidance for the following work elements of the RTP/SCS:

- Developing 25-year financial forecasts; and
- Developing a transit capital, local streets and roads maintenance needs, and transit operation needs approach.

4) Upcoming Meetings Related to Countywide and Regional Planning Efforts:

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	4 th Thursday of the month, noon Location: Alameda CTC	No June Meeting July 28, 2011
CWTP-TEP Technical Advisory Working Group	2 nd Thursday of the month, 1:30 p.m. Location: Alameda CTC	No June Meeting July 14, 2011
CWTP-TEP Community Advisory Working Group	1 st Thursday of the month, 3:00 p.m. Location: Alameda CTC	No June Meeting July 7, 2011
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	June 7, 2011 July 5, 2011
SCS/RTP Equity Working Group	Location: MetroCenter, Oakland	June 8, 2011 July 13, 2011
SCS/RTP Housing Methodology Committee	10 a.m. Location: BCDC, 50 California St., 26th Floor, San Francisco	June 23, 2011 July 28, 2011

Fiscal Impact

None.

Attachments

Attachment A: Summary of Next Quarter Countywide and Regional Planning Activities
 Attachment B: CWTP-TEP-RTP-SCS Development Implementation Schedule
 Attachment C: One Bay Area SCS Planning Process

Summary of Next Quarter Countywide and Regional Planning Activities (June through August)

Countywide Planning Efforts

The three year CWTP-TEP schedule showing countywide and regional planning milestone schedules is found in Attachment B. Major milestone dates are presented at the end of this memo. In the June to August time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to provide comments on the Initial Vision Scenario and to define the Alternative Land Use Scenarios for the Sustainable Communities Strategy;
- Finalizing the issues papers that discuss challenges and opportunities regarding transportation needs in Alameda County, including a presentation of best practices and strategies for achieving Alameda County's vision beyond this CWTP update;
- Continuing the discussion on Transportation Expenditure Plan strategic parameters and funding scenarios;
- Evaluating transportation investment packages against a Future Land Use scenario;
- Reviewing the results of the evaluation and identifying a constrained transportation network;
- Developing countywide financial projections and opportunities that are consistent and concurrent with MTC's financial projections;
- Developing a Locally Preferred SCS land use scenario to test with the constrained transportation network; and
- Evaluating the constrained transportation network using the Locally Preferred SCS land use scenario.

Regional Planning Efforts

Staff continues to coordinate the CWTP-TEP with planning efforts at the regional level including the Regional Transportation Plan (MTC), the Sustainable Communities Strategy (ABAG), Climate Change Bay Plan and amendments (San Francisco Bay Conservation and Development Commission (BCDC)) and CEQA Guidelines (Bay Area Air Quality Management District (BAAQMD)).

In the three month period for which this report covers, MTC and ABAG are focusing on

- Receiving input on the Initial SCS Vision Scenario released March 11, 2011;
- Developing the Alternative SCS Scenarios based on that input;
- Conducting public outreach;
- Developing draft financial projections; and
- Conducting a performance assessment.

Staff will be coordinating with the regional agencies and providing feedback on these issues, through:

- Participating on the MTC/ABAG Regional Advisory Working Group (RAWG),
- Participating on regional Sub-committees (Equity sub-committee); and
- Assisting in public outreach.

Key Dates and Opportunities for Input

The key dates shown below are indications of where input and comment are desired. The major activities and dates are highlighted below by activity:

Sustainable Communities Strategy:

Presentation of SCS information to local jurisdictions: Completed

Initial Vision Scenario Released: March 11, 2011: Completed

Alternative SCS Scenarios Released: July 2011

Preferred SCS Scenario Released/Approved: December 2011/January 2012

RHNA

RHNA Process Begins: January 2011

Draft RHNA Methodology Released: September 2011

Draft RHNA Plan released: February 2012

Final RHNA Plan released/Adopted: July 2012/October 2012

RTP

Develop Financial Forecasts and Committed Funding Policy: Completed

Call for RTP Transportation Projects: Completed: Final list will be forwarded May 27, 2011

Conduct Performance Assessment: March 2011 - September 2011

Transportation Policy Investment Dialogue: October 2011 – February 2012

Prepare SCS/RTP Plan: April 2012 – October 2012

Draft RTP/SCS for Released: November 2012

Prepare EIR: December 2012 – March 2013

Adopt SCS/RTP: April 2013

CWTP-TEP

Develop Land Use Scenarios: May – July 2011

Call for Projects: Concurrent with MTC

Outreach: January 2011 - December 2011

Draft List of CWTP constrained Projects and Programs: July 2011

First Draft CWTP: September 2011

TEP Program and Project Packages: September 2011

Draft CWTP and TEP Released: January 2012

Outreach: January 2012 – June 2012

Adopt CWTP and TEP: July 2012

TEP Submitted for Ballot: August 2012

Calendar Year 2010

		2010						Meeting	2010				
Task	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	
Alameda CTC Committee/Public Process													
Steering Committee			Establish Steering Committee	Working meeting to establish roles/ responsibilities, community working group	RFP feedback, tech working group	Update on Transportation/ Finance Issues	Approval of Community working group and steering committee next steps	No Meetings		Feedback from Tech, comm working groups	No Meetings	Expand vision and goals for County ?	
Technical Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Trans statistics, issues, financials overview	
Community Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Transportation statistics, issues, financials overview	
Public Participation								No Meetings			Stakeholder outreach		
Agency Public Education and Outreach	Information about upcoming CWTP Update and reauthorization												
Alameda CTC Technical Work													
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level						Board authorization for release of RFPs	Pre-Bid meetings	Proposals reviewed	ALF/ALC approves shortlist and interview; Board approves top ranked, auth. to negotiate or NTP	Technical Work			
Polling													
Sustainable Communities Strategy/Regional Transportation Plan													
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Local Land Use Update P2009 begins & PDA Assessment begins						Green House Gas Target approved by CARB.	Start Vision Scenario Discussions			
											Adopt methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case	
												Adopt Voluntary Performance Targets	

Calendar Year 2011

	2011						FY2011-2012	2011					
Task	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	
Alameda CTC Committee/Public Process													
Steering Committee	Adopt vision and goals; begin discussion on performance measures, key needs	Performance measures, costs guidelines, call for projects and prioritization process, approve polling questions, initial vision scenario discussion	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update (draft list approval), project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects final list to MTC, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Meeting moved to December due to holiday conflict	Review 2nd draft CWTP; 1st draft TEP	
Technical Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	No Meetings	
Community Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	No Meetings	
Public Participation	Public Workshops in two areas of County: vision and needs; Central County Transportation Forum	Public Workshops in all areas of County: vision and needs		East County Transportation Forum			South County Transportation Forum	No Meetings		2nd round of public workshops in County: feedback on CWTP,TEP; North County Transportation Forum		No Meetings	
Agency Public Education and Outreach	Ongoing Education and Outreach through November 2012						Ongoing Education and Outreach through November 2012						
Alameda CTC Technical Work													
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Feedback on Technical Work, Modified Vision, Preliminary projects lists					Work with feedback on CWTP and financial scenarios	Technical work refinement and development of Expenditure plan, 2nd draft CWTP						
Polling	Conduct baseline poll									Polling on possible Expenditure Plan projects & programs	Polling on possible Expenditure Plan projects & programs		
Sustainable Communities Strategy/Regional Trar													
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Release Initial Vision Scenario	Detailed SCS Scenario Development			Release Detailed SCS Scenarios	Technical Analysis of SCS Scenarios; Adoption of Regional Housing Needs Allocation Methodology		SCS Scenario Results/and funding discussions		Release Preferred SCS Scenario	
	Discuss Call for Projects		Call for Transportation Projects and Project Performance Assessment		Project Evaluation		Draft Regional Housing Needs Allocation Methodoligy						
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy												

Calendar Year 2012

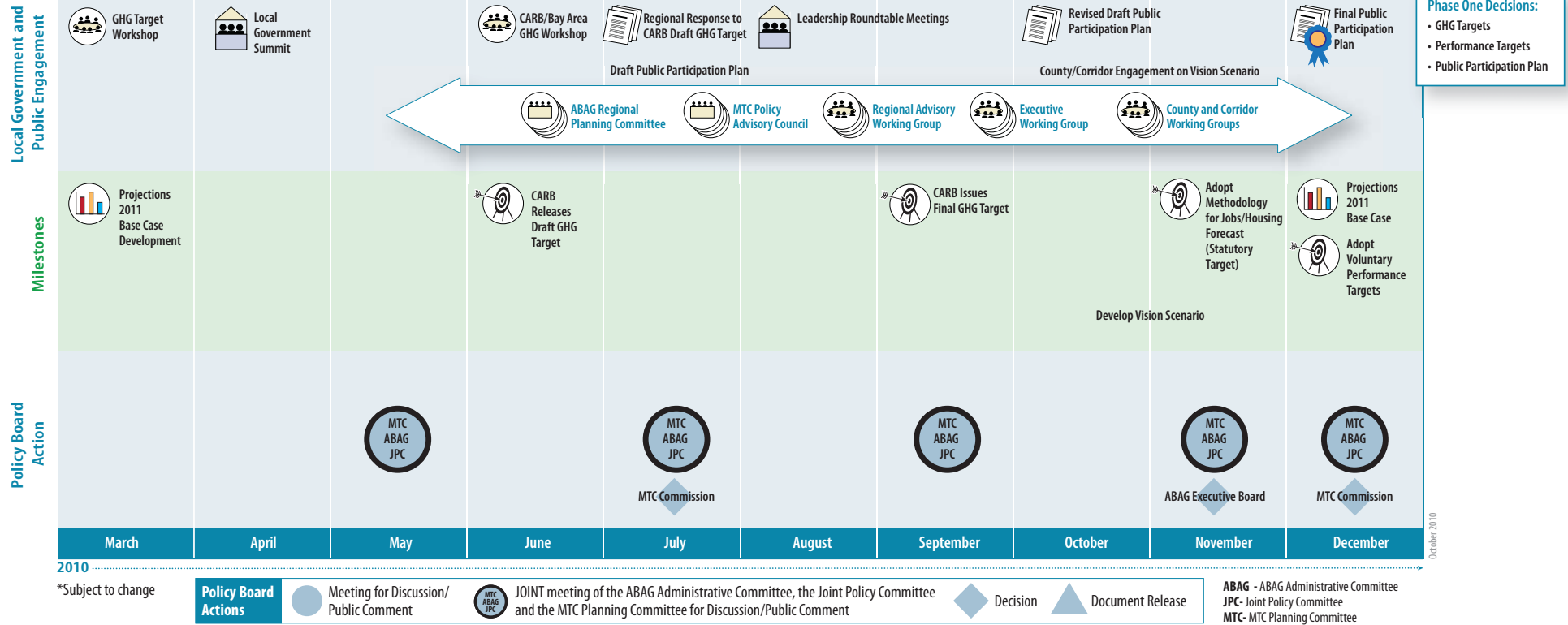
		2012					FY2011-2012				
Task	January	February	March	April	May	June	July	August	Sept	Oct	November
Alameda CTC Committee/Public Process											
Steering Committee	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed			Adopt Draft Plans	Adopt Final Plans	Expenditure Plan on Ballot			VOTE: November 6, 2012
Technical Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								VOTE: November 6, 2012
Community Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								VOTE: November 6, 2012
Public Participation			Expenditure Plan City Council/BOS Adoption								VOTE: November 6, 2012
Agency Public Education and Outreach	Ongoing Education and Outreach Through November 2012 on this process and final plans						Ongoing Education and Outreach through November 2012 on this process and final plans				
Alameda CTC Technical Work											
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Finalize Plans										
Polling					Potential Go/No Go Poll for Expenditure Plan						
Sustainable Communities Strategy/Regional Trar											
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013	Approval of Preferred SCS, Release of Regional Housing Needs Allocation Plan		Begin RTP Technical Analysis & Document Preparation	Prepare SCS/RTP Plan							Release Draft SCS/RTP for review

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Sustainable Communities Strategy Planning Process: Phase 1 Detail for 2010*

Phase 1: Performance Targets and Vision Scenario

OneBayArea



October 2010

Sustainable Communities Strategy Planning Process: Phase 2 Detail for 2011*

Phase 2: Scenario Planning, Transportation Policy & Investment Dialogue, and Regional Housing Need Allocation

OneBayArea

Phase Two Decisions:

- Vision Scenarios
- Financial Forecasts
- Detailed SCS Scenarios
- RHNA Methodology
- Preferred SCS Scenario
- Draft RHNA Plan

Scenario Planning

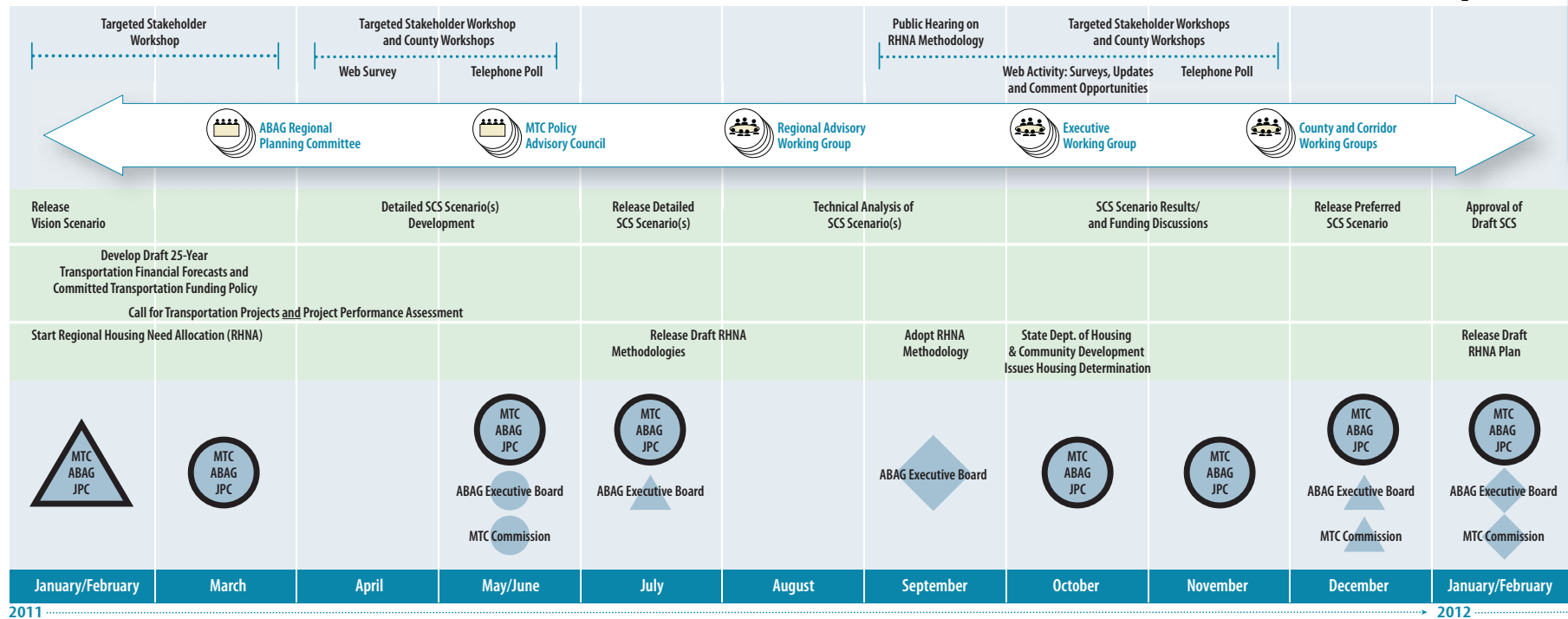
Transportation Policy and Investment Dialogue

Regional Housing Need Allocation

Local Government and Public Engagement

Milestones

Policy Board Action



Sustainable Communities Strategy Planning Process: Phases 3 & 4 Details for 2012–2013*

OneBayArea

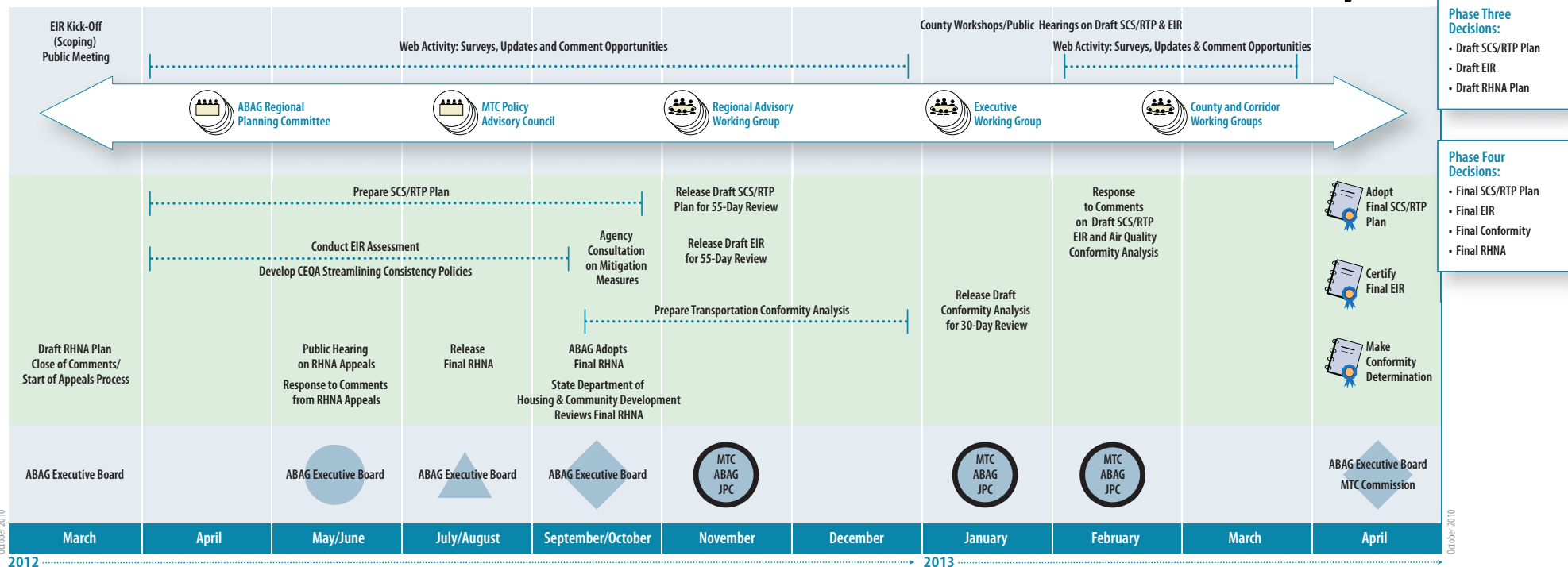
Phase 3: Housing Need Allocation, Environmental/Technical Analyses and Final Plans

Phase 4: Plan Adoption

Local Government and
Public Engagement

Milestones

Policy Board
Action



*Subject to change

**Policy Board
Actions**

Meeting for Discussion/
Public Comment



JOINT meeting of the ABAG Administrative Committee, the Joint Policy Committee and the MTC Planning Committee for Discussion/Public Comment



Decision



Document Release

ABAG - ABAG Administrative Committee
JPC - Joint Policy Committee
MTC - MTC Planning Committee

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CURRENT APPOINTMENTS

Appointer

- A. C. Transit
- BART
- LAVTA
- Union City Transit
- City of Berkeley
- City of Emeryville
- City of Dublin
- City of Fremont
- City of Hayward
- City of Livermore
- City of Oakland; Councilmember Rebecca Kaplan
- City of Piedmont
- City of Pleasanton
- City of Union City
- Supervisor Wilma Chan

- Supervisor Nadia Lockyer

- Supervisor Keith Carson

- Supervisor Nate Miley

- Supervisor Scott Haggerty

Member

- Hale Zukas
- Harriette Saunders
- Esther Waltz
- Larry Bunn
- Aydan Aysoy
- Joyce Jacobson
- Shawn Costello
- Sharon Powers
- Vanessa Proee
- Jane Lewis
- Rev. Carolyn M. Orr

- Gaye Lenahan
- Carmen Rivera-Hendrickson
- Clara Sample
- Sylvia Stadmire
- Renee Wittmeier
- Herb Clayton
- Michelle Rousey
- Jonah Markowitz
- Will Scott
- Betty Mulholland
- Sandra Johnson Simon
- Herb Hastings
- Maryanne Tracy-Baker

VACANCIES

Vacancies are on hold, pending adoption of new appointment structure. If you have any questions, please contact Naomi at (510) 208-7469.