



Memorandum

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DATE: January 23, 2023

TO: Paratransit Technical Advisory Committee

FROM: Krystle Pasco, Senior Program Analyst

SUBJECT: FY 2023-24 Paratransit Program Plan Review

Summary

Annual program plan applications for Alameda CTC Paratransit Direct Local Distribution (DLD) funds for FY 2023-24 are due at the end of February 2023. In January, staff will provide an overview of the program plan forms, the changes to the forms since the last fiscal year, and answer any questions Committee members may have. The PAPCO Program Plan Review Subcommittees are currently scheduled for April 2023. More details on the process and timeline will be provided.

Background

The 2014 Measure BB TEP allocates 10% of net revenues for transportation for seniors and people with disabilities. Approximately 9% of net revenues from the TEP is distributed to agencies on a monthly basis as Direct Local Distribution (DLD) funding for ADA-mandated services and City-based paratransit programs. The remaining funding is distributed on a discretionary basis through the Alameda CTC's Comprehensive Investment Plan.

Each year, agencies that receive Measure BB DLD funds for paratransit are required to submit a program plan and budget based on an estimate of annual sales tax revenue for the forthcoming fiscal year

provided by Alameda CTC. The Alameda CTC's Paratransit Advisory and Planning Committee (PAPCO) convenes a Subcommittee to review submitted program plans and provide feedback to these agencies. The intent of the program plan review process is to ensure implementation of high quality and area-appropriate services throughout Alameda County and to encourage coordination, cost effectiveness, and consumer involvement.

Program Plan Review Schedule

Date	Activity
January 23, 2023	Program Plan application forms, including Draft Implementation Guidelines and Performance Measures, revenue projections, and timely use of funds policy, available on the web: https://www.alamedactc.org/programs-projects/senior-disabled-transport/ .
February 27, 2023	PAPCO Meeting – approve Draft Implementation Guidelines and Performance Measures
February 28, 2023	Program Plan applications due
April 24-25, 2023	Program Plan Review Subcommittees
June 26, 2023	PAPCO Meeting – approve Subcommittee recommendations

In light of continuing COVID-19 safety issues, staff plans the following process for program plan review for spring 2023.

- Presume all meetings will continue to be virtual for the remainder of FY 2022-23.
- Subcommittees will be held virtually and in panels by planning area, as in previous years.

- Programs will be required to submit and present a short PowerPoint to a subcommittee and answer questions.

Changes to Application Forms

Minor edits were made to the application forms to update dates and reflect name changes. A few more substantial changes were made to reflect the challenges and shifting priorities identified in 2020 and 2021. These include COVID-19, a greater focus on emergency preparedness, and an increased focus on equity. Data may not be available for certain questions (e.g. demographics) but it is hoped that this information can be collected in the future.

Fiscal Impact: Upon approval by PAPCO in June, the programming of Measure BB paratransit DLD funds will be presented to the Commission in 2023. The funds will also be included in the agency's FY 2023-24 budget.