



FUNDING APPLICATION

Job Access / Reverse Commute (JARC) and New Freedom Programs

INTRODUCTION

The Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU) reauthorized federal transportation funding programs. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving state and local transportation decision makers more flexibility for solving transportation problems in their communities. SAFETEA-LU continues a strong fundamental core formula program emphasis coupled with targeted investment, featuring Safety, Equity, Innovative Finance, Congestion Relief, Mobility and Productivity, Efficiency and the Environment.

With the passage of SAFETEA-LU, transportation projects receiving funding under the Job Access / Reverse Commute program or the New Freedom program must be “derived from a locally developed, coordinated public transit – human services transportation plan.” Further, the law requires that this plan be “developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by the public.”

This funding application addresses two Federal Transit Administration (FTA) programs funded by SAFETEA-LU: Job Access / Reverse Commute (JARC, Section 5361) and New Freedom (Section 5317).

Background on JARC and New Freedom Funds

The Job Access / Reverse Commute grant program is intended to fund “the development and maintenance of transportation services designated to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment.” The Hidalgo County urbanized area has remaining apportionments of \$694,377 for fiscal year 2009, \$796,834 for fiscal year 2010 and \$311,326 for fiscal year 2011*. (total = \$1,802,537)

According to FTA, the purpose of the New Freedom Program is to provide improved public transportation services, and alternatives to public transportation, for people with disabilities, beyond those required by the Americans with Disabilities Act of 1990 (ADA). The Hidalgo County urbanized area has remaining apportionments of \$203,875 for fiscal year 2009, \$200,091 for fiscal year 2010 and \$79,244 for fiscal year 2011*. (total = \$483,210).

*apportionments are partial for 2011



Eligibility Overview: JARC and New Freedom Funds

Eligible Applicants:

JARC and New Freedom is a formula grant program for member jurisdictions in the Hidalgo County MPO. Applicants may include state or local government authorities; private non-profit organizations; and operators of public transportation services including private operators of public transportation services.

Eligible Use of Program Funds:

JARC and New Freedom program funds are intended to fund innovative and flexible programs that identify the transportation needs of individuals with disabilities, older adults, and individuals with limited incomes. Therefore, it is expected that JARC and New Freedom funds be directed to meet these needs by funding new programs or services, or to continue existing programs.

Eligible Projects:

JARC and New Freedom funds may be used for planning, capital or operating costs of providing access to jobs; or services and facilities that improve mobility for persons with disabilities but not limited to persons who are ADA-certified. Specific project eligibility is detailed later in this document under each program's description. As well, FTA circulars providing guidance on applying for JARC and New Freedom funds can be found at:

JARC: [http://www.fta.dot.gov/documents/TAD JARC 8 29 06 Final tb.doc](http://www.fta.dot.gov/documents/TAD%20JARC%208%2029%2006%20Final%20tb.doc)

New Freedom: [http://fta.dot.gov/documents/TAD New Freedom 8 30 06 Final tb.doc](http://fta.dot.gov/documents/TAD%20New%20Freedom%208%2030%2006%20Final%20tb.doc)

Further, the Hidalgo County MPO is soliciting projects that have been derived from the adopted Lower Rio Grande Valley (LRGV) Regional Public Transportation Coordinated Transportation Plan. The plan outlines a vision for improving mobility options for the disabled, aging, and low-income population subgroups living in the region. SAFETEA-LU requires that beginning in FY 2007, projects selected for funding under the JARC and New Freedom programs must be derived from the locally developed Regional Public Transportation Coordination Plan and address service needs and gaps / barriers. Federal funding projects through these two programs will be utilized to meet the plans goals. Selection criteria will be used to prioritize potential programs and develop a listing of projects. To view the entire LRGV Regional Public Transportation Coordination Plan, please contact the Hidalgo County MPO.

Additional Notes:

All project activities must adhere to FTA regulations. Valley Metro, as the designated recipient of these funds will provide periodic oversight and grant management assistance, if necessary.



APPLICATION SUBMISSION

If your organization has a project that it would like considered for funding under JARC and / or New Freedom please complete the following application and submit it to the address below no later than 5:00 pm on Friday, April 29, 2011. Applications received after this date and time will not be considered. The Hidalgo County MPO will accept printed, faxed or electronic applications. The Hidalgo County MPO will review and score the applications, and through a process established in its Regional Public Transportation Coordination Plan, will select projects for funding. Applications should be submitted to:

Amanda Longoria, AICP
Hidalgo County MPO
510 South Pleasantview Drive
Weslaco, TX 78596
Phone: 956-969-5778
Fax: 956-969-5821
E-mail: ahernandez@hcmpo.org

Public Record

The information in this application is a public record. Applicants should not include information that may be regarded as confidential. The applicant must comply with all necessary Certifications and Assurances if funding is awarded.

Note: For both JARC and New Freedom programs, the grants are for a one-year period. It will be necessary to reapply through a competitive process each year for funding.

Applicants should use this checklist to ensure that all applicable parts of the application and attachments are completed and submitted.

Part I.

Funding Request – Grants Title Page

Part II.

Project Narrative (please include the following documents)

- (1) Map of Applicant Service Area
- (2) Existing and Proposed Transportation Services
- (3) Project Needs / Goals and Objectives
- (4) Implementation Plan
- (5) Coordination and Program Outreach
- (6) Program Effectiveness

Part III.

Proposed Project Budget



APPLICATION PROCEDURES

This JARC and New Freedom program application is for funds to be used within the Hidalgo County MPO service area. The initial project application consists of the program-specific requirements detailed in this package of forms and instructions. After a project application has been selected for funding, the applicant will be required to submit appropriate background Certifications and Assurances, and other documentation necessary to meet the requirements of the FTA's Urbanized Area Formula Grant Program (Section 5307 program under Title 1, United States Code). Additional FTA Certifications and Assurances information can be found at:

http://www.fta.dot.gov/funding/apply/grants_financing_10736.html

The LRGVDC Regional Transit Services Department will conduct oversight activities to ensure compliance with FTA requirements.

Eligibility Overview: Job Access / Reverse Commute (JARC)

Eligible Agencies:

Private, non-profit organizations; state or local government authorities; other public agencies; and operators of public transportation services, including private operators of public transportation services

Program Description:

Section 5316 (Job Access / Reverse Commute or JARC) is a formula program of funding to develop transportation services to transport welfare recipients and low-income persons to and from jobs (Job Access); and to transport residents of urban centers, rural and suburban areas to suburban employment opportunities (Reverse Commute). Job Access grants can be used for capital and operating costs of equipment, facilities, and capital maintenance related to providing access to jobs. Costs to promote transit for workers with nontraditional work schedules, the use of transit vouchers, and the use of employer-provided transportation are also covered. Reverse Commute grants can be used for operating, capital and other costs associated with providing reverse commute service by bus, carpool, vans or other transportation services.

Eligible Activities:

Eligible activities for JARC funding include late-night and weekend service, guaranteed ride home service, shuttle service; expanded fixed-route public transit routes; demand-response service; ridesharing and carpooling activities; transit related aspects of bicycling; local car loan programs that assist individuals in purchasing and maintaining vehicles for shared rides; marketing promotions for JARC activities; supporting the administration and expenses related to voucher programs; using Geographic Information System (GIS) tools and / or implementing Intelligent Transportation Systems (ITS); integrating automated regional public transit and human service transportation information, scheduling and dispatch functions; deploying vehicle position-monitoring systems; and establishing regional mobility managers or transportation brokerage activities. Further information on eligible activities can be found at:

http://www.fta.dot.gov/documents/TAD_JARC_8_29_06_Final_tb.doc



Cost Sharing / Match Requirement:

Funds can be used to support up to 80 percent (80/20 match) for capital projects, and not more than 50 percent (50/50 match) of projects for operating assistance. Fare revenue generated on the service to be supported may not be used as matching funds for operating grants. Non-DOT Federal funds and local and private funds can be used as a match. Matching share requirements are flexible to encourage coordination with other federal programs that may provide transportation, such as Health and Human Services or Medicaid.

Eligibility Overview: New Freedom Funds

Eligible agencies:

Private, non-profit organizations; state or local government authorities; other public agencies; and operators of public transportation services, including private operators of public transportation services

Program Description

Section 5317 (New Freedom) is a new formula grant program for public or alternative transportation services and facility improvements to address the needs of persons with disabilities that go beyond those required by the Americans with Disabilities Act (ADA). Funds will cover capital and operating costs to these programs to provide that new service.

Eligible Activities:

Eligible activities for New Freedom funding include: enhancing public transportation beyond the minimum requirements of the ADA; providing “feeder” services; making accessibility improvements to transit and intermodal stations; providing travel training; purchasing vehicles to support new accessible taxi, ridesharing, and / or vanpooling programs; covering the administration and expenses of new voucher programs for transportation services offered by human service agencies; supporting new volunteer driver and aide programs; and supporting new mobility management and coordination programs among public and / or human service transportation providers. Further information on eligible activities can be found at:

[http://fta.dot.gov/documents/TAD New Freedom 8 30 06 Final tb.doc](http://fta.dot.gov/documents/TAD%20New%20Freedom%208%2030%2006%20Final%20tb.doc)

Cost Sharing / Match Requirement:

Funds can be used to support up to 80 percent (80/20 match) for capital projects, and not more than 50 percent (50/50 match) of projects for operating assistance. Fair revenue generated on the service to be supported may not be used as matching funds for operating grants. Non-DOT Federal funds and local and private funds can be used as a match. Matching share requirements are flexible to encourage coordination with other federal programs that may provide transportation, such as Health and Human Services or Medicaid.



PROJECT SELECTION / SCHEDULE

Projects will be awarded through a competitive selection process. Applications will be received by the Hidalgo County MPO staff. The Hidalgo County MPO staff will review and score the applications. The Transit Advisory Panel (TAP) will review and recommend projects for the Technical Advisory Committee (TAC). Representatives of this committee will be familiar with local human service agencies, the target population documented in the LRGV Regional Public Transportation Coordination Plan, and the transportation issues affecting this target population. The TAC will further review and take action on the TAP recommendations. The TAC action will then be heard by the Transportation Policy Committee (TPC) who will vote on funding of the recommended projects. The list of approved projects will be published and submitted to the FTA for funding.

Note:

All proposals should reflect public transportation and human service transportation priorities documented in the LRGV Regional Public Transportation Coordination Plan. The recommended top tier priority needs are listed below:

- Mobility manager helping local entities identify transportation options to meet their needs
- Intra-county and cross-county services connecting rural areas to urban areas
- A unified regional paratransit application and eligibility determination and certification process needs to be created so that it is streamlined, clarified, and consistent across agencies.
- Evening service (6pm-10pm) and late night service (10pm – midnight)
- Universal fair card that works on all services
- Better on-time performance for fixed-route and paratransit
- Travel training

Application and Project Selection Schedule

3/1/11	TAC Review Draft Project Selection Criteria
3/17/11	TPC approve final Project Selection Criteria and application package – recommend TAC approval
3/17-3/28	Solicitation for applications
4/29/11	Application Deadline
5/2-5/13	Hidalgo County MPO staff reviews and scores proposals
5/24/11	TAP reviews the LRGV Regional Public Transportation Coordination Plan projects for recommendation to the TAC **SPECIAL MEETING**
6/7/11	TAC action on TAP recommendations
6/16/11	TPC action on TAC recommendations
6/24/11	Funding recipients receive notification



SCORING CRITERIA

The following information and scoring criteria will be used to score and rate project applications for JARC and New Freedom (NF) funding.

- a. Planning and Coordination (25 points):** Proposed projects will be evaluated based on their ability to coordinate with other public transportation, community transportation and / or social service resources. Project sponsors should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Project sponsors should also describe how they will promote public awareness of the project. Letters of support from key stakeholders and / or customers should be attached to the grant application.
- b. Demonstration of Need (15 points):** The project should directly address priority transportation needs identified through the locally developed LRGV Regional Public Transportation Coordination Plan available at the Hidalgo County MPO (956-969-5778). The project will be scored based on the project sponsor's ability to demonstrate that the proposed project is the most appropriate match of service delivery to the need, and is a cost-effective approach. Project sponsors must also identify clear, measurable outcome-based performance measures to track effectiveness of the service in meeting the identified goals.
- c. Benefits (25 points):** Project application should clearly state the overall program goals and objectives, and demonstrate how the project is consistent with the objectives of the JARC and NF grant programs. The project application should indicate the number of persons expected to be served, and the number of trips (or other units of service) expected to be provided. A plan should be provided for on-going monitoring and evaluation of the service, and steps to be taken if original goals are not achieved. Sponsor should describe their steps to measure the effectiveness and magnitude of the impact that the project will have on target markets (I.e., persons with low-income for the JARC funds, or persons with disabilities of the elderly for the New Freedom funds).
- d. Service / Sustainability (25 points):** For all projects, applicants must provide a well-defined service operations plan and / or capital procurement plan, and describe implementation steps and timelines for carrying out the plan. The implementation plan should identify key personnel assigned to this project and their qualifications. Project sponsors should demonstrate their institutional capability to carry out the service deliver aspect of the project as described.
- e. Budget (10 points):** Applicants must submit a clearly defined project budget indicating anticipated project expenditures and revenues, including a letter of commitment for matching funds. Proposals should address long-term efforts and identify potential funding sources for sustaining the service beyond the grant period.
- f. Innovation (5 points):** The project will be examined to see if it contains new or innovative service concepts or facilities that have the potential for improving access and mobility for the target populations and may have future application elsewhere in the region.



PROJECT EVALUATION

Project Requirements

The Selection Committee must find that the answer to each of the five following questions is affirmative for a project to be considered eligible for grant funding.

- Is the proposed project a non-duplicative service or program? _____
- Are eligible matching funds identified and available? _____
- Is the proposed project a new or expanded service or program? _____
- Is the primary focus of the proposed service or program serving target populations (i.e., persons with low-income for the JARC funds, or persons with disabilities or elders for the New Freedom funds)? _____
- Does the project provide benefits to the Hidalgo County Metropolitan Area Boundary (see map)? _____

Each proposal will receive a score according to the following criteria.

Hidalgo County MPO Project Evaluation Matrix for JARC and New Freedom Projects

	Project Planning & Coordination (25 points)	Demonstration of Need (15 points)	Benefits (25 points)	Service / Sustainability (25 points)	Budget (10 points)	Added Information / Innovation (Maximum 5 points)	Total Points Awarded (100 points)
Organization							
McAllen Express Transit (MET)							
Lower Rio Grande Valley Development Council (LRGVDC)							
Other Organization							
Other Organization							

Based on the project evaluation matrix, the ranking for projects in the region was as follows:

1. _____
2. _____
3. _____
4. _____

Note: Additional projects may be awarded base on availability of funding.



APPLICATION REVIEW FOR COMPETITIVE SELECTION PROCESS

Organization Information

Name: _____ Date: _____

Applicant Manager: _____

Type of Project: _____

Review Period: _____ to _____

Rating

		POOR	FAIR	SATISFACTORY	GOOD	EXCELLENT
	SCORE:	1-5	6-10	11-15	16-20	21-25
Project Planning and Coordination		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
	SCORE:	1-3	4-6	7-9	10-12	13-15
Demonstration of Need		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
	SCORE:	1-5	6-10	11-15	16-20	21-25
Benefits		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
	SCORE:	1-5	6-10	11-15	16-20	21-25
Service / Sustainability		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
	SCORE:	1-2	3-4	5-6	7-8	9-10
Budget		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
	SCORE:	1	2	3	4	5
Added Information		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:						
OVERALL RATING (average the rating numbers above)						

Evaluation

Additional Comments

Goals

(as agreed upon by the Regional Transit Plan)

Verification of Review

By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Hidalgo County MPO Signature _____ Date _____

Applicant Signature _____ Date _____



Planning and Coordination (25 pts) Project Evaluation for JARC Projects

Point Value	Question	Yes	No
3 pts	Does the project implement the Regional Transit Plan? (reference page numbers and section)		If NO, the project is not considered for selection
2 pts	Is the project prepared and ready for implementation if funded?		
3 pts	Does the project coordinate? If yes,		
1 pt	- with Human Services and Workforce?		
1 pt	- with existing transportation service providers?		
1 pt	- with other stake holders?		
2 pts	Did the project allow opportunities for public participation in the planning process?		
2 pts	Does the project eliminate gaps or overlaps in public transportation service? If yes,		
1 pt	- Does the project maximize the use of existing transportation services?		
1 pt	- Does the project compliment or expand the currently available services?		
2 pts	Does the project increase geographic coverage of the current transportation system?		
2 pts	Does the project facilitate connections among different modes of transportation?		
2 pts	Is there a planned schedule for the project?		
2 pts	Is the project divided in phases that are logical, consistent, and follow industry standard process for that type of project?		If NO, the project is not considered for selection
(25 pts)	Total Points awarded for Planning and Coordination:		

Describe any other planning or coordination efforts that were not mentioned above: _____

Demonstration of Need (15 pts) Project Evaluation for JARC Projects

Point Value	Question	Yes	No
3 pts	Is there a need for transportation to jobs and employment-related activities?		
2 pts	Does the project show destinations and services not currently accessible by transit?		
2 pts	Does the project reduce the need?		
2 pts	Does the project identify regional growth?		
2 pts	Does the project remove a barrier in the transit service?		
2 pts	Does the project provide an essential link in the transit service?		
2 pts	Does the project fill the gaps to employment-related destinations?		
(15 pts)	Total Points awarded for Demonstration of Need:		

Describe any other ways that the project demonstrates a need that was not mentioned above: _____



Benefits (25 pts) Project Evaluation for JARC Projects

Point Value	Question	Yes	No
3 pts	Does the project improve transit efficiency?		
1 pt	Does the project increase ridership?		
3 pts	Does the project improve mobility for low-income populations?		
3 pts	Does the project improve access to local employment centers and work related activity center?		
2 pts	Will the project promote the development of employment transportation services?		
1 pt	Will the project support local economic development?		
3 pts	Will the project expand economic opportunity for the economically disadvantage individuals?		
2 pts	Can the project fully integrate the JARC program with other federal and state programs?		
2 pts	Will the project improve efficiency and effectiveness of employment related transportation opportunities?		
3 pts	Does the project provide access to new growth areas or low-income areas currently not served by transit?		
1 pt	Does the project improve the ability of pedestrians and bicyclists to access transit service?		
1 pt	Does the project provide improvement in travel time and/or reliability for transit users?		
(25 pts)	Total Points awarded for Benefits:		

Describe any other benefits that are not mentioned above: _____

Service/ Sustainability (25 pts) Project Evaluation for JARC Projects

Point Value	Question	Yes	No
5 pts	Will the project become part of the applicant's normal transportation services within 3 years?		
2 pts	In the future will the applicant be able to expand services of the project to meet market needs?		
3 pts	In the future will the applicant maintain and improve financial performance?		
5 pts	Does the project engage the local community in service design and delivery?		
5 pts	Does the project help achieve a "seamless" system in the Lower Rio Grande Valley?		
2 pts	If awarded will these funds complete a phase of a project?		
3 pts	If awarded will these funds complete the entire project?		
(25 pts)	Total Points awarded for Service/ Sustainability:		

Describe any other ways the project has a service sustainability that was not mentioned above: _____



Budget (10 pts) Project Evaluation for JARC Projects

Point Value	Question	Yes	No
1 pt	Does the applicant provide detailed, itemized specific and correct project information?		
1 pt	Is the project information broken down by year and phase?		If NO, the project is not considered for selection
1 pt	Is the required match included in the project budget by year and phase?		If NO, the project is not considered for selection
2 pts	Is the project fiscally feasible?		
1 pts	Does the project have the ability to leverage dollars over the local match?		
2 pts	Does the project have a long term commitment to funding beyond the requested grant resource?		
1 pt	Does the project have a letter of commitment for matching funds		If NO, the project is not considered for selection
1pt	Is there a use of innovative financing to support project?		
(10 pts)	Total Points awarded for Budget:		

Describe any other ways the project budget shows significance that were not mentioned above:



Planning and Coordination (25 pts) Project Evaluation for New Freedom Projects

Point Value	Question	Yes	No
3 pts	Does the project implement the Regional Transit Plan? (reference page numbers and section)		If NO, the project is not considered for selection
2 pts	Is the project prepared and ready for implementation if funded?		
2 pts	Does the project coordinate? If yes,		
1 pt	- With Human Services and Workforce?		
1 pt	- With existing transportation service providers?		
1 pt	- With groups that provide service or advocacy for individuals with disabilities?		
1 pt	- With other stake holders?		
2 pts	Does the project allow opportunities for public participation in the planning process?		
2 pts	Does the project eliminate gaps or overlaps in public transportation service? If yes,		
1 pt	- Does the project maximize the use of existing transportation services?		
1 pt	- Does the project complement or expand the currently available services? (rather than duplicate current service)		
2 pts	Does the project increase geographic coverage of the current transportation system?		
2 pts	Does the project facilitate connections among different modes of transportation?		
2 pts	Is there a planned schedule for the project?		
2 pts	Is the project divided in phases that are logical, consistent, and follow an industry standard process for that type of project?		If NO, the project is not considered for selection
(25 pts)	Total Points awarded for Planning and Coordination:		

Describe any other planning or coordination efforts that were not mentioned above: _____



Demonstration of Need (15 pts) Project Evaluation for New Freedom Projects

Point Value	Question	Yes	No
3 pts	Is there a need for transportation for individuals with disabilities?		
2 pts	Does the project demonstrate a pressing need for the project to move forward?		
2 pts	Does the project reduce the need?		
2 pts	Does the project show destinations and services not currently accessible by transit?		
1 pt	Does the project identify regional growth?		
1 pt	Does the project remove a barrier in the transit service?		
2 pts	Does the project provide an essential link in the transit service?		
2 pts	Does the project fill the gaps to destinations for individuals with disabilities?		
(15 pts)	Total Points awarded for Demonstration of Need:		

Describe any other ways that the project demonstrates a need that was not mentioned above: _____

Benefits (25 pts) Project Evaluation for New Freedom Projects

Point Value	Question	Yes	No
3 pts	Does the project improve transit efficiency?		
1 pt	Does the project increase ridership?		
3 pts	Does the project improve mobility for persons with disabilities?		
3 pts	Does the project improve access to local employment centers and work related activity center?		
2 pts	Will the project promote the development of employment transportation services for persons with disabilities?		
1 pt	Will the project support local economic development?		
3 pts	Will the project expand economic opportunity for the economically disadvantaged?		
2 pts	Can the project fully integrate the New Freedom program with other federal and state programs?		
2 pts	Will the project improve efficiency and effectiveness of employment related transportation opportunities for persons with disabilities?		
3 pts	Does the project provide access to new growth areas or low-income areas currently not served by transit?		
1 pt	Does the project improve the ability of pedestrians and bicyclists to access transit?		
1 pt	Does the project provide improvement in travel time and/or reliability for users?		
(25 pts)	Total Points awarded for Benefits:		

Describe any other benefits that are not mentioned above: _____



Service/ Sustainability (25 pts) Project Evaluation for New Freedom Projects

Point Value	Question	Yes	No
5 pts	Will the project become part of the applicant's normal transportation services within 3 years?		
2 pts	In the future will the applicant be able to expand services of the project to meet market needs?		
3 pts	In the future will the applicant maintain and improve financial performance?		
5 pts	Does the project engage the local community in service design and delivery?		
5 pts	Does the project help achieve a "seamless" system in the Lower Rio Grande Valley?		
1 pt	Does the project intend to improve transit services for persons with disabilities?		
1 pt	If awarded will these funds complete a phase of a project?		
2 pts	If awarded will these funds complete the entire project?		
(25 pts)	Total Points awarded for Service/ Sustainability:		

Describe any other ways the project has a service sustainability that was not mentioned above: _____

Budget (10 pts) Project Evaluation for New Freedom Projects

Point Value	Question	Yes	No
1 pt	Does the applicant provide detailed, itemized specific and correct project information?		
1 pt	Is the project information broken down by year and phase?		If NO, the project is not considered for selection
1 pt	Is the required match included in the project budget by year and phase?		If NO, the project is not considered for selection
2 pts	Is the project fiscally feasible?		
1 pts	Does the project have the ability to leverage dollars over the local match?		
2 pts	Does the project have a long term commitment to funding beyond the requested grant resource?		
1 pt	Does the project have a letter of commitment for matching funds		If NO, the project is not considered for selection
1pt	Is there a use of innovative financing to support project?		
(10 pts)	Total Points awarded for Budget:		

Describe any other ways the project budget shows significance that were not mentioned above: _____



PART 1 – FUNDING REQUEST – GRANTS TITLE PAGE

Applicant Data

Legal Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Fax: _____

E-mail: _____

Website: _____

Project Description

Title: _____

Brief Description: _____

Funding Program: JARC New Freedom

Project Type: Capital Only Capital & Operating Operating Only

Mobility Management / Coordinated Planning

Service (days / hours): _____

Estimated Cost Per One Way Trip (operating cost): _____

Estimated Daily Riders (weekday/weekend): _____



PART II – PROJECT NARRATIVE

Planning and Coordination

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving low-income populations and individuals with disabilities.
2. Describe efforts to market the project and ways to promote public awareness of the program. Letters of support should be obtained from key stakeholders and attached to the grant application.

Demonstration of Need

1. Describe the unmet transportation need that the proposed project seeks to address and the relevant planning effort that documents the need. Does it cover an area targeted by the LRGV Regional Public Transportation Coordination Plan? Describe how the project will alleviate the transportation need. Estimate the number of people served and/or the number of service units that will be provided. Describe the specific community this project will serve and provide pertinent demographic data and/or maps.
2. Project application should demonstrate that the proposed project is the most appropriate match of service delivery to the need. Identify performance measures to track the effectiveness of the service in meeting the identified goals. For capital-related projects, project sponsor is responsible to establish milestones and report on the status of project delivery.

Benefits

1. What are the project's goals and objectives?

Service / Sustainability

1. Describe key personnel assigned to this project and your agency's ability to manage the project.
2. Provide an operational plan for delivering service. Include route or service area map, if applicable, or provide an implementation plan for completing a capital project including key milestones and estimated completion date.
3. Explain how this project relates to other services or facilities provided by your agency or firm and demonstrate how it can be achieved within your technical capacity.
4. Describe a plan for monitoring and evaluating the service and steps to be taken if original goals are not achieved.

Budget

1. Project sponsor should provide a complete budget indicating project revenues and expenditures in the format provided in Part III and describe efforts to ensure its cost effectiveness.

Innovation

1. Describe any proposed use of innovative approaches that will be employed for this project. Discuss what is innovative about the approach and how it could be applied to other services in the region.



PART III – PROPOSED PROJECT BUDGET

Project Funding

Local matching funds will be required for all application submittals. For projects requiring operating funds the required match is 50%+ from non-federal transportation funds. For capital projects the required match is 20%+ from non-federal transportation funds.

Total Annual Project Budget	\$ _____	(operating & capital only)
Capital Federal Share	\$ _____	_____ %
Capital Local Match	\$ _____	_____ %
Operating Federal Share	\$ _____	_____ %
Operating Local Match	\$ _____	_____ %

Local Matching Fund Source: _____

Note: The applicant is required to demonstrate a commitment to providing local match funds. This can be in the form of a letter and/or a copy of an existing grant agreement or supporting documentation where funds will be drawn from.

Will there be a commitment of funds beyond the grant period? Yes No

Describe: _____

