

## Part 1: Application Summary

### I. Application Information

Name of Organization: \_\_\_\_\_

Organization's DUNS Number (Section 5310 applicants only): \_\_\_\_\_

Type of Organization:  Nonprofit  State or Local Government Authority  Public Transit Operator

Other (please specify): \_\_\_\_\_

Organization's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Transportation Program Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Briefly describe your organization's purpose and services:

Briefly provide a description of your organization's transportation program:

### II. Service Area

Please provide as Attachment 1 a map (or maps) of your service area(s). If you are proposing two or more projects that have different service areas, you may choose to show all service areas on one map or provide multiple maps.

### III. Project(s)

Check all that apply:

Operating No. of Projects: \_\_\_\_\_

Capital No. of Projects: \_\_\_\_\_

Mobility Management No. of Projects: \_\_\_\_\_

Total No. of Projects: \_\_\_\_\_

#### IV. Project Information

Provide project information for each proposed project. For funding consideration, each vehicle is treated as one project. However, for the purposes of this section, if your organization is requesting funding for multiple vehicles, please group vehicles together. In the field "total number and type of measurable units," list the number and type of vehicle(s) (Class A, B, C, D, or V). Please note that TransNet Senior Mini-Grant funds are not an eligible match source for vehicle projects.

Please contact SANDAG if your organization is submitting more than six project proposals.

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Type of Project:  Operating  Capital  Mobility Management

Funding Requested (check all that apply):  FTA Section 5310  TransNet Senior Mini-Grant

Name of Project: \_\_\_\_\_

Location of Project (local boundaries or ZIP codes):  
\_\_\_\_\_

Number of users to be served by the project: \_\_\_\_\_

Percentage of users that are the target population: \_\_\_\_\_

Total number and type of measurable units: \_\_\_\_\_

FTA Section 5310 Grant Request Amount: \$ \_\_\_\_\_ Match Amount: \$ \_\_\_\_\_

Total Cost of Project (Grant + Required Match): \$ \_\_\_\_\_ Match Percentage: \_\_\_\_\_%

TransNet Senior Mini-Grant Request Amount: \$ \_\_\_\_\_ Match Amount: \$ \_\_\_\_\_

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## V. Coordinated Plan Priority Strategy

Please check the box(es) indicating the Very High or High Priority strategy(ies) in the 2020 Coordinated Plan from which the project(s) is/are derived (select all that apply):

### Very High

- Maintain existing effective and efficient transportation services
- Continue providing existing curb-to-curb, door-to-door (and door-through-door, when necessary) services for trips such as non-emergency medical transportation and grocery shopping in circumstances where paratransit is insufficient, inappropriate, or unavailable
- Maintain assets in a state of good repair
- Develop or expand transit or transportation solutions in areas with little or no other transportation services based on identified gaps
- Develop or expand transit or transportation solutions in areas with sufficient densities to support specialized transportation or coordinated services based on identified gaps.
- Provide new curb-to-curb, door-to-door (and door-through-door, when necessary) services for trips such as non-emergency medical transportation and grocery shopping, in circumstances where paratransit is insufficient, inappropriate, or unavailable
- Increase interagency coordination efforts to maximize existing capacity
- Increase interagency coordination of resources
- Improve access to available services through coordination and enhanced customer service that connects riders to transit or specialized transportation services that most appropriately meet their needs

### High

- Improve first-mile/last-mile strategies to better connect to transit
- Increase work-based transit service hours of operation to assist nontraditional work schedules
- Increase the level of service on fixed-route services
- Implement interagency partnerships to secure funding
- Develop public-private partnerships to provide innovative transportation solutions
- Provide educational resources to encourage more individuals to ride public transit
- Evaluate and upgrade transit stops and amenities where appropriate

On the following page, briefly explain how each proposed project(s) is/are derived from the selected priority strategy(ies).

## **VI. Civil Rights Assurance**

Provide your agency's Civil Rights policy (also known as a Title VI Notice to the Public or Non-Discrimination Statement) as Attachment 2 ensuring that benefits of your project(s) are distributed equitably among low-income and minority population groups in your service area.

## **VII. Resolution**

Provide a resolution from your organization's governing body as Attachment 3, which commits to providing the amount of matching funds set forth in this Grant Application and authorizes staff to accept the grant funding and execute a Grant Agreement if an award is made by SANDAG ([Section 4.1 of SANDAG Board Policy No. 035: Competitive Grant Program Procedures](#)). Failure to provide an adequate resolution pursuant to Board Policy No. 035 is grounds for disqualification.

## **VIII. Eligible Applicant Certification for Traditional Section 5310 Project(s)**

If your organization is a state or local government authority requesting Section 5310 grant funds for Traditional Section 5310 project(s), please provide documentation as Attachment 4 that your organization either: (a) is approved by the state to coordinate services for seniors and individuals with disabilities; or (b) certifies by resolution that there are no nonprofit organizations readily available in the area to provide the service.

## **IX. Required Forms**

All applicants are required to submit the Public Contract Code Questionnaire and Public Contract Code Section Statements. If your organization is requesting Section 5310 grant funds, please provide as Attachment 5 the following required federal forms: Eligibility Certification for Federally Funded Contracts, Noncollusion Affidavit/Declaration, Debarment and Suspension Certificate, Certification of Restrictions on Lobbying, and Third-Party Statement of Eligibility (if applicable). The required forms are available as a packet online. Please provide all required forms as Attachment 5.

## Part 2: Organization Application

Answer the questions below in the space provided. Applicants can be awarded up to 5 points for their response to each question and a maximum of 30 points for the Organization Application. Points awarded for the Organization Application will be added to the points awarded for each project proposal for a total project score.

### A. Project Readiness and Technical Capacity (Max. 20 points)

1. What are the unique challenges that your organization experiences in providing transportation to your clients? What strategy(ies) does your organization use to overcome these challenges?

2. Describe your organization's efforts to continually improve your transportation program.

3. Describe your organization's readiness in providing transportation services. Does your organization have an established client base? What resources and practices does your organization have in place that enables your organization to provide transportation services?
4. Describe your organization's technical capacity to manage a grant, if awarded, and perform administrative tasks. What resources (including staff knowledge) and business practices does your organization have in place that enables your organization to successfully manage a grant, including performing fiscal management, invoicing, and reporting?



**B. Coordination and Program Outreach (Max. 10 points)**

5. Describe your organization’s coordination efforts. If your organization coordinates with other public and/or private transportation and social service agencies for the full or partial provision of transportation services, provide a letter(s) of support from the partner agency(ies) as Attachment 6.

6. Describe efforts to market and promote public awareness of the program among low-income, minority, and limited English proficient persons eligible to be served by your transportation program. How does your organization ensure that benefits of your program are distributed equitably?