



VENTURA COUNTY TRANSPORTATION COMMISSION

Transit Operators Advisory Committee (TRANSCOM)

VCTC Large Conference Room

751 East Daily Drive, Suite 420

Camarillo, CA

Wednesday, May 8, 2024

1:30 p.m.

AGENDA

(Action may be taken on any item listed on the agenda)

ITEM 1 CALL TO ORDER

ITEM 2 INTRODUCTIONS & ANNOUNCEMENT

ITEM 3 PUBLIC COMMENT

Under the Brown Act, the committee should not act on or discuss matters raised during the Public Comment portion of the agenda which are not listed on the agenda. Committee members may refer such matters to staff for facts or to be placed on the subsequent agenda for consideration.

ITEM 4 AGENDA ADJUSTMENTS

ITEM 5 MEETING MINUTES

Recommended Action:

- *Receive and file.*

Responsible Staff: Jeni Eddington

ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

Recommended Action:

- *Receive and file.*

Responsible Staff: Dolores Lopez

ITEM 7 SB 125 FUNDING AND FREE FARE PROGRAMS UPDATE

Recommended Action:

- *Receive and file.*

Responsible Staff: Claire Grasty

ITEM 8 GUIDELINES AND SCHEDULE FOR THE FY2024 COMBINED CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS

Recommended Action:

- *Approve the Guidelines and Schedule for the 2024 Combined Call-for-Projects for FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds, Section 5307 Jobs Access/Reverse Commute (JARC) funds, and the California Public Utilities Council (CPUC) Access-for-All (AFA) funds*
- *Appoint a TRANSCOM Subcommittee to Evaluate the Project Applications.*

Responsible Staff: Geiska Velasquez

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a committee meeting, please contact the Administrative Assistant at (805) 642-1591 ext. 111. Notification of at least 48 hours (about 2 days) prior to meeting time will assist staff in assuring reasonable arrangements can be made to provide accessibility at the meeting.

ITEM 9 FUTURE AGENDA ITEMS

Recommended Action:

- *TransTrack Presentation*
- *Countywide Fare Collection Plan Updates*
- *Transportation Emergency Preparedness Program (TEPP) Implementation (as needed)*
- *Transit Grant Project Status Report Tracking (as needed)*

Responsible Staff: Claire Grasty

ITEM 10 ADJOURNMENT

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VENTURA COUNTY TRANSPORTATION COMMISSION

Transit Operators Advisory Committee (TRANSCOM)

VCTC Large Conference Room

751 East Daily Drive, Suite 420

Camarillo, California

Wednesday, April 10, 2024

1:30 p.m.

MEETING MINUTES

Item 5

MEMBERS PRESENT: Michelle Woomer, City of Moorpark (Chair)
Lydia Salas, City of Camarillo (Vice-chair)
Vic Kamhi, City of Simi Valley
Tyler Nestved, City of Thousand Oaks
Sergio Albarran, City of Ventura
Austin Novstrup, Gold Coast Transit District (GCTD)
Matt Miller, VCTC Intercity

MEMBERS ABSENT: City of Fillmore
City of Oxnard
City of Ojai
City of Port Hueneme
City of Santa Paula
County of Ventura

EX OFFICIO PRESENT: CSU Channel Islands
Mobility Management Partners
Ventura County Air Pollution Control District

VCTC STAFF PRESENT: Claire Grasty, Public Transit Director
Aubrey Smith, Program Manager
Dolores Lopez, Transit Planner

ITEM 1 CALL TO ORDER
Chair Woomer called the meeting to order at 1:39 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENT
Albaran announced the hiring of a new Public Works Director and improvements to the Ventura River Trail. Novstrup announced a fare increase for GCTD. Ibrahim announced that the Aut-2-Run marathon will be held on April 28, 2024. Aubrey announced the online survey for the Short Range Transit Plan.

ITEM 3 PUBLIC COMMENT – None.

ITEM 4 AGENDA ADJUSTMENTS – None.

ITEM 5 MEETING MINUTES

ACTION

Woomer moved, seconded by Nestved, that the committee approve the March 2024 meeting minutes. Albarran abstained. The motion passed unanimously.

ITEM 6 FISCAL YEAR 2024-25 TRANSPORTATION DEVELOPMENT ACT UNMET TRANSIT NEEDS

ACTION

Nestved moved, seconded by Albarran, that the committee approve the Fiscal Year 2024/25 Unmet Transit Needs Findings. The motion passed unanimously.

ITEM 7 COUNTYWIDE FARE COLLECTION PLANNING UPDATE

ACTION

Kamhi moved, seconded by Novstrup, that the committee approve replacing fareboxes as buses are replaced, purchased, or repowered. The action passed unanimously.

ITEM 8 2024 TITLE VI PROGRAM UPDATE

ACTION

Kamhi moved, seconded by Nestved, that the committee approve the 2024 Title VI Program. The motion passed unanimously.

ITEM 9 SB 125 FUNDING UPDATE

ACTION

Kamhi moved, seconded by Nestved, that the committee approve the updated SB125 fund distribution including moving funds between Years 1 and 2 for GCTD, Metrolink, Simi Valley Transit, Thousand Oaks Transit, Valley Express, and VCTC Intercity projects. The motion passed unanimously.

ITEM 10 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

ACTION

Nestved moved, seconded by Woomer, that the committee modifying the ADA application and returning to hybrid interviews with modifications. The motion passed unanimously.

ITEM 11 FUTURE AGENDA ITEMS

- TransTrack Presentation (June)
- Countywide Fare Collection Plan Updates
- Transportation Emergency Preparedness Program (TEPP) Implementation (as needed)
- Transit Grant Project Status Report Tracking (as needed)

ITEM 12 ADJOURNMENT

Chair Woomer adjourned the meeting at 2:47 p.m.



Item 6

DATE: May 08, 2024
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: DOLORES LOPEZ, REGIONAL TRANSIT PLANNER
SUBJECT: ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

RECOMMENDATION:

- Receive and file the monthly ADA Certification services report(s) and program update.

DISCUSSION:

Mobility Management Partners (MMP) is VCTC's service provider for ADA Paratransit Eligibility Certification services.

Attached are the ADA Paratransit Certification Services Reports from MMP for review at the TRANSCOM meeting.

Apr-24								
		Apr	Mar	Feb	Jan	Dec	Nov	
Call Center	Inbound ADA Calls	386	381	357	394	390	387	
	Outbound ADA calls	445	529	509	398	181	232	
	Average hold time (in seconds)	1.24	1.5	1.34	0.08	0.47	0.39	
	Outbound Area Transmittals	6	0	5	5	3	3	
	Inbound Area Transmittals	2	4	6	12	12	6	
As of 3/17/2020, MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.								
Riders requesting service outside of Ventura County								
Riders requesting service into Ventura County								
Applications Received	Recertification	59	65	57	71	50	50	
	New Applications	64	62	44	41	46	51	
Total applications received: 123								
Online Applications Received: 0 (0%)								
Applications Received by Service Area	Camarillo Area	11	15	10	13	11	4	
	Gold Coast Area	67	50	46	46	50	43	
	Valley Express Area	1	3	3	8	5	4	
	Moorpark Area	6	8	2	3	2	4	
	Simi Valley Area	22	23	17	24	16	19	
	Thousand Oaks	16	24	21	18	12	26	
	Out of County	0	4	2	0	0	1	
Applications by Language								
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0	
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0	
	Complete, Special Circumstance (no Interview)	10	9	9	8	8	4	
	Complete, Over 85+	5	11	3	4	2	10	
	Complete, Phone Interview	43	33	30	32	34	29	
	Complete, Short-term Certification (60 days)	0	0	0	0	0	0	
	Complete, Recertifications	56	64	52	60	42	44	
	Completed Determinations	114	117	94	104	86	87	
Evaluations by Age and Determination Type								
Costs	Cost per Determination	\$239.62	\$233.47	\$290.60	\$262.66	\$317.64	\$313.99	
	Delays in Processing (Cumulative)	Due to Incomplete application by client	16	13	11	3	13	5
		Pending Professional Evaluation (PE)	20	21	10	13	13	5
		Applications that failed to meet 21 day rule	0	0	0	0	0	0
Applicants awaiting phone interviews		2	4	2	0	2	1	
Assessments	Assessment Categories			Total	CAM	VCTC	SIMI	
	With Physical Assessment			0	0	0	0	
	With Cognitive Assessment			0	0	0	0	
	Interview only (at assessment sites)			0	0	0	0	
	No Shows for Phone Interview			2	0	0	0	
	Total In-Person Interviews Scheduled			0	0	0	0	
	Total Number of Appointment Days			0	0	0	0	
Determinations by Eligibility						Total	%	
Unconditional (including S.C., Over 85+, Phone interviews)						98	86%	
Conditional						9	8%	
Temporary						7	6%	
Denials						0	0%	
Short Term (including Emergency)						0	0%	
In-person Interviews by Eligibility and Assessment Type								

Applications Received -April				
GCT	Apr	Mar	Feb	Jan
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	0	3	3	2
Oak View	1	1	1	0
Oxnard	35	24	27	26
Saticoy	0	0	0	0
Port Hueneme	0	1	3	3
Ventura	31	21	12	15
Valley Express	Apr	Mar	Feb	Jan
Fillmore	1	1	0	5
Piru	0	0	0	0
Santa Paula	0	2	3	3
Thousand Oaks DAR	Apr	Mar	Feb	Jan
Agoura	0	0	0	0
Agoura Hills	2	0	1	3
Newbury Park	6	5	3	4
Oak Park	1	2	1	3
Thousand Oaks	6	14	14	7
Westlake Village	1	3	2	1
Simi Valley DAR	Apr	Mar	Feb	Jan
Simi Valley	22	23	17	24
Camarillo	Apr	Mar	Feb	Jan
Camarillo	11	13	10	13
Somis	0	2	0	0
Moorpark DAR	Apr	Mar	Feb	Jan
Moorpark	6	8	2	3
Other	Apr	Mar	Feb	Jan
	0	4	2	0

MX Admin Report (April)

	Call Count			Queue Size	Answered	Abandoned	Redirected	Disconnected	To VoiceMail	Hold Time			Service Level
	In	Out	Total	Max	Total	Total	Total	Total	Total	Min	Max	Avg	
Grand Total	386	445	831	2	339	6	40	1	40	0	82	1.24	70.73%
Sunday	2	0	2	0	0	0	2	0	2	0	0	0.00	0.00%
Monday	98	202	300	2	89	1	8	0	8	0	82	0.85	75.51%
Tuesday	103	25	128	1	89	3	10	1	10	0	51	1.56	69.90%
Wednesday	53	122	175	1	49	1	3	0	3	0	74	1.99	71.70%
Thursday	80	60	140	2	73	0	7	0	7	0	68	1.27	67.50%
Friday	45	36	81	2	38	1	6	0	6	0	20	0.49	75.56%
Saturday	5	0	5	0	1	0	4	0	4	0	0	0.00	20.00%



Item #8

DATE: May 8, 2024

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: GEISKA VELASQUEZ, PROGRAM ANALYST

SUBJECT: GUIDELINES AND SCHEDULE FOR THE FY2024 COMBINED CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS

RECOMMENDATION:

- Approve the Guidelines and Schedule for the 2024 Combined Call-for-Projects for FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds, Section 5307 Jobs Access/Reverse Commute (JARC) funds, and the California Public Utilities Council (CPUC) Access-for-All (AFA) funds
- Appoint a TRANSCOM Subcommittee to Evaluate the Project Applications.

BACKGROUND:

The Federal Transit Administration's (FTA) Section 5310 Program is intended to enhance mobility for seniors and persons with disabilities by providing funds that support the special needs of seniors beyond traditional public transportation services and for those with disabilities beyond that required by the Americans with Disabilities Act (ADA).

The goal of the FTA Section 5307 JARC program is to improve access to employment for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

The purpose of the California Public Utilities Council's (CPUC) Access-for-All (AFA) program is to incentivize the expansion and availability of on-demand transportation service for individuals with disabilities whose needs cannot be met by conventional transit or paratransit services.

Both the FTA Section 5310 funds and 5307 JARC funds are the primary funding source to support projects and strategies identified in the Ventura County Transportation Commission's (VCTC) Coordinated Public Transit-Human Services Transportation Plan (updated in 2021). While the CPUC's program is not necessarily or traditionally related to the Coordinated Plan, the program does implement projects that coincide with the intent and philosophy of the Plan, specifically the high priority strategy to "continue procuring wheelchair-accessible vehicles" (pg. 51) and was therefore included in this call for projects due to compatible intent of each program.

DISCUSSION:

Funding Availability Estimates

VCTC serves as the Designated Recipient for Section 5310 and 5307 JARC funds which are apportioned directly to large-urbanized areas (UZAs) with populations of 200,000 or more. Two such UZAs exist in Ventura County, Oxnard/Ventura, and Thousand Oaks/Moorpark. Section 5310 funds are apportioned based on number of disabled person per the Census, while 5307/JARC funds are apportioned based on low-income persons per the Census (both funds are now using the 2020 Census data). Apportionment funds are then allocated by VCTC for these programs on a competitive basis through a Call-for-Projects. (It should be noted that for projects in small urban areas of the County with populations more than 50,000 but less than 200,000, such as Camarillo and Simi Valley, and rural areas with populations less than 50,000, such as Santa Paula and Fillmore, Section 5310 funds are available through a separate Caltrans statewide application process).

Since 2018, Senate Bill (SB) 1376 requires the California Public Utilities Commission (CPUC) as part of its regulation of Transportation Network Companies (TNCs) (e.g. Uber/Lyft), establish a program to improve the accessibility of persons with disabilities to on-demand transportation services, resulting in the establishment of the TNC Access-for-All Program requiring a fee in the amount of \$0.10 for each TNC trip provided and remit such fees to the CPUC based on the County in which the trip originated. TNCs can request offsets of the fees collected should they elect to invest in improving their Wheelchair Accessible Vehicle (WAV) service. Remaining funds are set aside to distribute through Local Access Fund Administrators (LAFAs), such as VCTC, to qualified Access Providers that establish on-demand transportation programs or partnerships meeting the needs of persons with disabilities with enhanced WAV services.

Table 1 below provides the estimated breakdown of funds available for the two large-urbanized areas in Ventura County for Fiscal Years 2024/25 and 2025/26 combined. Section 5310 funds are divided into Traditional (55% of overall funds) and Expanded (45%) categories of projects. The program Guidelines (Attachment A) provide examples of eligible projects and activities for each identified category of funding.

Section 5310 also allows 10% of the UZA apportionment to be used for program administration and the CPUC AFA program identifies 15% for LAFA program administration. Both funds have been adjusted to subtract the administrative costs from the funds leaving the available funding identified in Table 1 below for the call-for-projects at this time.

Urbanized Area (UZA)	FTA 5310 Traditional	FTA 5310 Expanded	FTA 5307 JARC	CPUC AFA
Oxnard/Ventura	\$ 461,059	\$ 377,230	\$ 716,321	\$ 173,311
Thousand Oaks/Moorpark	\$ 287,801	\$ 235,474	\$ 178,051	
TOTAL	\$ 748,860	\$ 612,704	\$ 894,372	\$ 173,311

Project Selection Process and Subcommittee

If approved at the June Commission meeting, the Call-for-Projects will be announced on June 7, 2024, with applications due to VCTC by July 26, 2024.

Staff will screen all applications to make sure projects are: 1) eligible for funds, 2) consistent with the recommendations of the Ventura County Coordinated Public Transit-Human Services Transportation Plan, and 3) to ensure the recipient has the capability to deliver the project. Once

projects are determined to be eligible for funding they will be scored, ranked, and prioritized for funding in accordance with the scoring criteria adopted in the Guidelines.

Staff recommends TRANSCOM appoint two members to assist VCTC staff in scoring and ranking the projects for funding. In addition, with the inclusion of the Access-for-All program in this call for projects, staff recommends TRANSCOM also appoint the Ventura County Disability Access Manager, Dani Anderson, to the subcommittee as well.

Guidelines for the 2024 Call-for-Projects

The proposed guidelines and project selection criteria for the 2024 Call-for-Projects are included with this item in Attachment A. The screening and selection criteria are based on the criteria utilized by Caltrans, as well as the Coordinated Public Transit-Human Services Transportation Plan criteria and strategies, and the CPUC Access-for-All program criteria.

Schedule

The following schedule identified in Table 2 lists the milestones for the application and selection process. The Call-for-Projects announcement is expected on the same day that the Commission approves the Guidelines, anticipated on June 7, 2024.

June 7, 2024	Call-for-Projects Released
July 26, 2024	Project Applications Deadline
September 11, 2024	TRANSCOM Recommendation
October 4, 2024	VCTC Approval
December 2024	FTIP Approval
March 2025	FTA Grant Approval

VCTC 2024 TRANSIT GRANTS CALL-FOR-PROJECTS GUIDELINES

FTA Section 5310 Seniors and Individuals with Disabilities Funds
 FTA Section 5307 Jobs Access/Reverse Commute (JARC) Funds
 California Public Utilities Council (CPUC) Access for All (AFA) Funds

This is the primary funding initiative to support projects and strategies identified in Ventura County Coordinated Public Transit-Human Services Transportation Plan, which can be found at: https://www.goventura.org/wp-content/uploads/2022/07/ITEM-10_ATTACHMENT-COORDINATED-PUBLIC-TRANSIT-HUMAN-SERVICES-TRANSPORTATION-PLAN.pdf

Program Purpose and Goals

Federal Transit Administration's (FTA) Section 5310 Grant program:

To enhance mobility for seniors and persons with disabilities by providing funds that support the special needs of seniors beyond traditional public transportation services and for those with disabilities beyond that required by the Americans with Disabilities Act (ADA). The FTA Section 5310 program provides grant funds for capital, mobility management, and operating expenses for:

- Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
- Public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA);
- Public transportation projects that improve access to fixed-route service and decrease reliance on complementary paratransit; and
- Alternatives to public transportation projects that assist seniors and individuals with disabilities and with transportation.

FTA Section 5307 JARC program:

To improve access to employment and employment related activities for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities. The FTA 5307 JARC funds provide financial assistance for transportation service planned, designed, and carried out to meet the transportation needs of eligible low-income individuals.

Access for All (AFA) Program:

To incentivize the expansion and availability of on-demand transportation services for wheelchair bound individuals with disabilities whose needs cannot be met by conventional transit or paratransit services. The program provides operating and capital assistance to qualified service Access Providers.

- Since 2018, Senate Bill (SB) 1376 requires the California Public Utilities Commission (CPUC) as part of its regulation of Transportation Network Companies (TNCs) (e.g. Uber/Lyft), establish a program to improve the accessibility of persons with disabilities to on-demand transportation services, resulting in the establishment of the TNC Access-for-All Program requiring a fee in the amount of \$0.10 for each TNC trip provided and remit such fees to the CPUC based on the County in which the trip originated.
- TNCs request offsets of the fees collected should they elect to invest in improving their Wheelchair Accessible Vehicle (WAV) service. Remaining funds are set aside to distribute through Access Fund Administrators (AFAs), such as VCTC, to qualified Access Providers that establish on-demand transportation programs or partnerships meeting the needs of persons with disabilities with enhanced WAV services.

INITIAL SCREENING CRITERIA

The screening criteria are divided into three categories. To be considered for funding, proposed projects must meet all the pre-screening criteria to move to the next phase of the process.

1. Project Eligibility:

- A. The proposed project and applicant must be eligible to receive the funding they are applying for (see [Eligibility Criteria](#)).

2. Planning Consistency:

- A. The proposed project *must* fall within the recommendations of Ventura County's Coordinated Public Transit-Human Services Transportation Plan. [The Ventura County Coordinated Public Transit - Human Services Transportation plan \(or Coordinated Plan\)](#)

3. Financial and Deliverability Feasibility:

- A. The recipient of funds must have the financial and resource capacity to complete, operate and maintain the project.
 - i. *Per FTA rules, there is a 10% cap on overhead expenses for non-profit organizations and may be included but need not be documented.*
- B. Projects must demonstrate that they can be implemented within Federal delivery requirements (if FTA funded); including but are not limited to:
 - i. annual outside audit
 - ii. triennial FTA audit
 - iii. five-year grant records retention
 - iv. written maintenance plan for vehicles, facilities, and equipment
 - v. competitive procurement
 - vi. Buy America
 - vii. ADA
 - viii. Civil rights.
 - ix. Agencies receiving funds will need to have in place a signed agreement committing to meeting FTA requirements.
- C. Projects must demonstrate that they can be implemented within CPUC delivery requirements (if AFA funded). Access Providers receiving funding are required to report on a quarterly basis data related to the Program, anticipated to be at minimum the following:
 - i. Number of Unique wheelchair accessible vehicles (WAV) in Operation.
 - ii. Number and percentage of WAV trips completed, not accepted, cancelled by passenger, cancelled due to passenger no-show, or cancelled by driver.
 - iii. Completed WAV trip request response times.
 - iv. Evidence of outreach.
 - v. Certification of Driver Training.
 - vi. Report of WAV Driver Training Programs and Controlled Substance and Alcohol testing.
 - vii. Certification of Inspection.
 - viii. Number of complaints.
- D. Local grant match is not *required*; however, five (5) points will be awarded to projects which provide the entire amount of match to federal funds (50% for operations, 20% for capital). No points will be awarded for partial matches of federal funds (TDCs will be utilized for match in the event an agency does not provide the full match). Funds from other sources (for local match) must be reasonably expected to be available. Private-nonprofit organizations will automatically be awarded the five (5) points.

ELIGIBILITY CRITERIA

Eligible Applicants/Recipients

- **5310 Traditional:** States and designated recipients are direct recipients; eligible sub-recipients include private nonprofit organizations, states or local government authorities. Public agency sub-recipients for Traditional 5310 (except for Area Agency on Aging) must certify that they do not know of any nonprofit organizations that are readily available in their area to provide the proposed service.
- **5310 Expanded:** States and designated recipients are direct recipients; eligible sub-recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation.
- **JARC:** Private non-profit organizations; State or local governmental authority; and Operators of public transportation services, including private operators of public transportation services that meet the needs of eligible low-income individuals.
- **AFA:** Eligible applicant Access Providers include public agencies, not-for-profit organizations, and private/commercial entities, and directly provide, or contract with a separate organization or entity to provide, on-demand WAV transportation to meet the needs of persons with disabilities.

Eligible Projects and Activities

- **Traditional Section 5310 project examples include:**
 - buses and vans
 - wheelchair lifts, ramps, and securement devices
 - transit-related information technology systems, including scheduling/routing/one-call systems
 - mobility management programs which can include travel training and volunteer driver programs
 - acquisition of transportation services under a contract, lease, or other arrangement
- **Expanded Section 5310 project examples include:**
 - travel training
 - volunteer driver programs
 - building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
 - improving signage, or way-finding technology
 - incremental cost of providing same day service or door-to-door service
 - purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs
 - mobility management programs
 - coordinate and assist in regularly providing meal delivery service for homebound individuals *if* the delivery service does not conflict with providing public transportation service or reduce service to public transportation passengers.

At least 55% of the area's 5310 funds must be used on capital projects as described in the Traditional category of Section 5310 projects above.

- **JARC project examples include:**
 - projects designed to transport low-income persons or welfare recipients to jobs and employment-related activities.
 - projects designed to transport workers to suburban employment opportunities.

- **AFA project examples include:**
 - Eligible projects can include operational costs, vehicle costs (purchase/lease), driver training/incentives, technology investments, ride fare subsidies, and outreach, and must increase the availability of on-demand WAV transportation in the County of Ventura. “WAV” means a vehicle equipped with a ramp or lift capable of transporting non-folding motorized wheelchairs, mobility scooters, or other mobility devices. “On-demand WAV transportation” means that the provider can fulfill trip requests within 24 hours through a service that does not follow a fixed route and/or schedule.

PRIORITIZATION CRITERIA

VCTC will use the following criteria to prioritize projects. Note: for projects receiving Large Urbanized Area funds, the projects selected by VCTC will be funded. For small urban and rural projects receiving funds in the State’s share, sponsors of projects prioritized by VCTC, upon receiving notification from VCTC, will need to prepare a Caltrans application which VCTC will forward to Caltrans for the final selection.

1. **Goals and Objectives (20 points):** Degree to which project supports new, enhancement, or expansion of service or system capacity for the targeted populations. The application should clearly state the program goals and objectives and describe how the project addresses the needs and service gaps identified in the [Coordinated Plan](#).
2. **Project Implementation Plan (30 points):** Degree to which the project implementation has been well designed. Proposals must state who will be responsible for the implementation, and implementation steps and timeline. Sponsors should describe how the project will improve service delivery, coordination, and cost-effectiveness.
3. **Program Performance Indicators (20 points):** Project sponsors should explain how the project will be monitored and evaluated. The application should identify clear, quantitative performance measures including a cost/benefit calculation to track the effectiveness of the service in meeting the identified goals.
4. **Communication and Outreach (20 points):** Degree to which applicants coordinate with other community transportation and/or social service resources. Application should describe efforts to keep stakeholders involved in and informed of project activities. There should be demonstrated public support for the project (including letters of support), as well as a plan to promote awareness of the project to the target population.
5. **Emergency Planning and Preparedness (5 points):** Applicant should identify their most recent approved emergency preparedness plans or describe their emergency planning procedures as it relates to serving the grant’s target population.
6. **Matching Funds (5 points):** A maximum of 5 points will be awarded to projects providing the full funding match, zero points for partial match, and TDCs will be utilized for projects with no match. Private nonprofit organizations will automatically be awarded five (5) points for match under these scoring criteria.
7. **Bonus Points for Non-Profit Applicants:** Eligible projects submitted by eligible private-non-profit operators will receive an additional five (5) points in the scoring criteria.

SCHEDULE

The following schedule lists the milestones for the application and selection process:

Table 1: Section 5310 and JARC Call for Projects Schedule	
June 7, 2024	Call-for-Projects Released
July 26, 2024	Project Applications Deadline
September 11, 2024	TRANSCOM Recommendation
October 4, 2024	VCTC Approval
December 2024	FTIP Approval
March 2025	FTA Grant Approval