

Memorandum

Feb. 17, 2021

Subject: Proposed Evaluation Criteria and Scoring Metric for 2021 CRRSAA Section 5310 Funding

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Based on the MPO Policy Board's feedback on the CRRSAA Section 5310 background document (Feb. 3, 2021 Policy Board meeting), staff recommend that the evaluation criteria and scoring metric below be used to select projects for funding under this program. These criteria reflect both the Coordinated Plan and the unique objectives of the CRRSAA to use these funds primarily for operations and payroll expenses related to the COVID-19 pandemic.

Evaluation Criteria:	
The application describes how the existing project or the proposed project will be effective at meeting the transportation needs of seniors and people with disabilities and what happens if the funding is not awarded. (10 points max)	
Project Type	· Operations and Payroll - Describes how project helps meet the transportation needs of seniors and individuals with disabilities, and identifies specific services and activities the project provides (15 points max)
	· Mobility Management (Traditional)-Describes how project helps meet the transportation needs of seniors and individuals with disabilities, and identifies specific services and activities the project provides (5 Points max)
	· Vehicle Modification (Capital) - Describes how project will help protect drivers and riders and support the safe transportation of seniors and individuals with disabilities, and identifies specific modifications installed - note that applicant must certify that no employees have been furloughed (10 Points max)
Supported by the Coordinated Plan- The project overcomes barrier to transportation and/or meets an unmet need.	
· Identified as a CRRSAA-eligible Tier 1 Strategy Project (10 Points max)	
· Identified as a CRRSAA-eligible Tier 2a Strategy Project (10 Points max)	
· Not identified as a strategy, but addresses a need and is CRRSAA-eligible (3 Points max)	
The project serves a reasonable number of individuals or trips given the project budget.	
· Should include total number of people served, and percentage of seniors or individuals with a disability served (10 points max)	

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Question 2: Promotes Development of a Coordinated Network (response limited to one sheet)	
	Explain how the proposed project will meet the identified needs and ensure that there is a coordination of efforts to ensure the targeted population is being served through the appropriate organization(s).
Evaluation Criteria:	
The application identifies other transportation services available and how the project complements rather than duplicates them. (20 points max)	
	<ul style="list-style-type: none"> Could include (but not limited to) increased hours of operation, reduction of coverage gaps, increased access to medical/employment/recreation trips
The application identifies steps that will be taken to ensure a coordinated effort with other local agencies (including human services agencies, meal and shopping sites, employers etc.), and how the service will be marketed. (10 points max)	
The application describes who is eligible to ride/participate in proposed service.	
	<ul style="list-style-type: none"> Public- Project/service is open to all eligible seniors or individuals with disabilities (5 Points)
	<ul style="list-style-type: none"> Private- Project/service is limited to a select client base (2 points)
Question 3: Financial and Management Capacity (response limited to one sheet)	
	Describe your agency's experience managing state, federal, or other outside funds. Describe how the project is cost effective and minimizes unnecessary overhead costs.
Evaluation Criteria:	
The project has a reasonable level of administrative costs (10 points max)	
The project sponsor has the capacity to meet the project management, reporting, and project delivery functions of the Section 5310 program. (10 points max)	