

# Transportation Coordination Toolkit

November 2005

Incentive Funding for Coordination

## ***Topic: Incentive Funding For Coordination***

***Target Audience:*** Local agencies seeking funds to support transportation coordination activities.

***Goal:*** To provide steps and process for identifying and accessing funding for transportation coordination.

### ***Issue: Locating Sources of Funding***

Begin your search for available sources of funding to support transportation coordination by inventorying the funding sources currently used by local agencies participating in your coordination effort. Use the sample letter and inventory form included as part of the toolkit to obtain the required information. Request that each agency, if possible, provide a copy of the eligibility requirements for each.

Once all of the inventory forms have been collected, make a list of all of the different funding sources currently used. Then, group agencies by their current sources of grant funds. If an agency receives funding from two or more sources, place that agency in each grouping.

Make another list, grouping each agency under all funding sources for which they are eligible. You will need to use the information from the inventory form along with the specific grant eligibility requirements to make this decision.

You may also want to identify and group the sources of funds by local, state, and national. Compiling this list may help you to think of other sources of funding that aren't currently being used. Examples of local funds that typically are reported by agencies are American Red Cross and United Way, as well as any funds that might flow directly through your county, city or village. However, some agencies may be receiving funds through a private foundation that could also be utilized for the coordination effort.

State sources include funds from the Minnesota Departments of Transportation (DOT) (for example Section 5310, Section 5311, State transit funds), Human Services, Aging, etc. Some of these programs might offer a coordination incentive that you are not aware of.

Federal sources of funding include Title XIX (Medicaid) and Title XX (Social Services Block Grant) funding from the U.S. Department of Health and Human Services (HHS). Title III-B funds from the Older American's Act, U.S. Department of Transportation (USDOT) funding for the Sections 5303, 5307, 5309, 5310, 5311, 5313, and Job Access and Reverse Commute Programs; and funding programs through the U.S. Department of Education, Office of Special Education and Rehabilitative Services, and Department of Housing and Urban Development, Office of

Community Planning and Development. A complete list of Federal funds may be found in Appendix II: Inventory of Federal Program Providing Transportation Services to the Transportation-Disadvantaged, page 42 of the GAO-03-697 Report on Transportation Disadvantaged Populations available at <http://www.gao.gov/new.items/d03697.pdf> or at [www.unitedwride.gov](http://www.unitedwride.gov).

Once you have compiled your list of funding sources, compile a checklist with these questions: Are there any programs that provide incentive or additional funding for transportation coordination? When are the applications due? What are the eligibility requirements? How can the funds be used, i.e., for operating or capital? There may be other questions that apply specifically to your situation that you will want to add to this checklist. Honestly answering the questions on this checklist will help you to decide whether or not these funds can be used as a source of support for your coordination effort.

***Issue: How Can You Become Aware of Other Potential Sources of Funding?***

There may already be funding programs available in your community or state for which your coordination project is eligible. Know your community and become involved in its activities. Using your inventory information, identify those organizations that have historically identified and supported community initiatives that promise to solve a problem or improve the quality of residents' lives, such as United Way, hospital foundations philanthropic organizations, or private foundations.

Next, get a local champion, someone who is known to, and active in, the community and may be aware of the financial resources available. This person may also be able to “open doors” to which your effort alone could not do.

When you're preparing to approach a funding organization, be cognizant of the fact that many foundations and organizations which provide funding support do not wish to enter into a long term commitment. They are typically interested in providing “seed” or start up funds for 2-3 years to get a project started, but then want to see how you can continue the project beyond their initial commitment. Be prepared to address this issue with a plan for continuing once you receive your initial funding.

The following best practices are examples of funding used to support transportation coordination.

***Best Practices***

***U.S. Department of Transportation (USDOT) - United We Ride Initiative***

*The USDOT, with its partners at the U.S. Departments of Health and Human Services, Labor, and Education, launched a new program designed to enhance transportation coordination. United We Ride (UWR), a five-part initiative to improve the coordination of human services transportation; break down barriers between programs; and set the stage for local partnerships that generate common sense solutions, is actually an outgrowth of the Federal Interagency Coordinating Council on Access and Mobility (CCAM). The CCAM included eleven Federal Departments working*

together to simplify access; reduce duplication; and enhance cost efficiencies within existing resources. UWR takes this inter-departmental effort to a new level by identifying five areas for coordination: coordinated transportation planning; vehicle sharing; cost allocation; reporting and evaluation; and consolidated access transportation demonstration programs. The Federal Transit Administration is charged with the administration of a grant program that seeks competitive proposals from States under the United We Ride Initiative that will fund projects that plan for and implement the five areas described above as well as other coordination activities.

It is hoped that these grants will be the incentive States need for the development and implementation of long-term strategies which will bring about transportation coordination at the State and local levels.

Further information on United We Ride is available at [unitedweride.gov](http://unitedweride.gov).

#### **North Carolina Department of Transportation (NCDOT)**

The North Carolina Department of Transportation's Human Service Transportation Management, or HSTM, Program is a State program to help provide safe and reliable transportation for human-service agency clients. HSTM funds can be used to pay for staff to support human service transportation systems in their coordination efforts. Lead agencies identified by locally adopted transportation development plans are the designated recipients for HSTM funds. Lead agencies play an important role in coordinating services.

implementing plans and submitting grant applications on behalf of other participating local agencies. Only human service transportation systems which do not receive Section 5311 funds but which demonstrate a high level of coordination with human service agencies in their counties are eligible to receive HSTM funds.

HSTM funds can be used for up to 75 percent of the cost of the salary and benefits of a full-time transportation coordinator, not to exceed \$18,750 annually. Part-time coordinators can be approved for smaller transportation systems where a full-time coordinator is not needed.

For more information, contact Miriam Perry, Assistant Director for Administrative Services, NCDOT Public Transportation Division, [mperry@mail.dot.state.nc.us](mailto:mperry@mail.dot.state.nc.us).

#### **Ohio Department of Transportation (ODOT)**

ODOT's Ohio Coordination Program provides state funds to cities and counties working to coordinate transportation services. Major requirements of the program include 1) hiring a fulltime project coordinator, and 2) the money cannot be used for capital or planning, 3) the project must be up and running within 90 days of grant execution, 4) all projects must demonstrate some level of interagency coordination in their local area.

Programs goals are to improve and expand transportation services in Ohio counties with no public transportation system; increase efficiency and effectiveness of transportation service

*delivery; and develop interagency coordination models which can be applied to other communities.*

*Applicants can apply for up to 75% of a project, not to exceed \$80,000 per year for the first three years. For year four and beyond, applicants may apply for up to 50% of their project, not to exceed \$60,000.*

*In addition, ODOT sets aside approximately \$300,000 each year of its Section 5310 allocation for coordination projects. In addition to meeting all over Section 5310 requirements, applicants must document their collaborative efforts with other agencies and how this project will further those efforts. Consequently, Section 5310 applicants that aggressively pursue coordination are in a position to compete for additional vehicles.*

*For further information, see the ODOT website, [www.dot.state.oh.us/ptrans/](http://www.dot.state.oh.us/ptrans/) and click on funding programs, coordination, or contact Jane Smelser, Public Transit Manager, at (614) 644-8054, or [jane.smelser@dot.state.oh.us](mailto:jane.smelser@dot.state.oh.us).*

### ***Cleveland, Ohio***

*As part of the United Way of Greater Cleveland's visioning process, senior mobility was identified as a major issue facing Cleveland's senior population. In response, Mt. Sinai Health Care Foundation funded a study of senior mobility and transportation and from this planning study, a major transportation coordination project has evolved. Working together in this private-public partnership along with United Way and the Foundation, are the Cleveland Jewish Federation a consortium of Cleveland hospitals. Cuyahoga County, the Greater*

*Cleveland Regional Transit Authority, Western Reserve Area Agency on Aging, and the Ohio Department of Transportation. Funding for the project includes a local foundation grant, Section 5307 earmark, and an Ohio Coordination Program grant. Future plans include folding in Section 5310 program funding and local aging funds.*

*For further information, contact Paul Alsenas, Director, or Marionette Richardson, Transportation Specialist, Cuyahoga County Planning Commission, 323 Lakeside Avenue, Suite 400, Cleveland, OH 44113, (216) 443-3700.*