Innovations in Accessible Mobility

Request for Proposals
Application Due Date: August 26, 2016

Summary

Purpose	Funding Amount	Qualified Applicants
This grant opportunity is intended to support program *innovations** and approaches that increase accessible transportation options for older adults and people with disabilities living in the community and maximize the utilization of Section 5310 and other federal funding investments. *See definition on page 4.	Grants of up to $50,000 each will be awarded to as many as six communities for a twelve month period.	Local and regional private nonprofit or government organizations may apply for this funding opportunity. Eligible applicants include (but are not limited to) the following: Public Transit Agencies; Councils of Government; Metropolitan Planning Organizations; Tribal agencies (e.g., Title VI Aging Programs, Tribal Transit Agencies); Area Agencies on Aging; Community Action Agencies; Centers for Independent Living; ARCs (Intellectual Disability service organizations); community organizations involved in the administration, delivery or coordination of public transit, human services transportation, aging, or disability services.

Innovations in Accessible Mobility

The National Aging and Disability Transportation Center is inviting applications for development of program innovations that increase accessible transportation options for older adults and people with disabilities and maximize the utilization of Section 5310 and other federal funding investments.

PART I – GRANT OPPORTUNITY DESCRIPTION

Program Goals

Develop program innovations and approaches for increasing accessible transportation that emerge from, or may be supported by, local/regional coordinated transportation plans. Innovations are creative, customer and community responsive, and integrated within the broader community transportation service system with the potential to bring about systems change.

Encourage the adoption of such innovations under Section 5310.

Objective

Support the development of program innovations and approaches designed to increase the availability and accessibility of community transportation services for people with disabilities and older adults. Such innovations/approaches will remove barriers to transportation and expand mobility options; be developed through an inclusive process; emerge from and have the potential to be supported by, local transportation plans; respond to the needs and preferences of older adults and people with disabilities; be sustainable within the grantee community; and ready for adoption by other communities.

Outcomes

Program innovations and new models for accessible transportation will serve as a gateway for the development of fundable project proposals to enhance accessible transportation through utilization of Section 5310 as well as other Coordinating Council on Access and Mobility (CCAM) agency and non-federal sources.

Interim outcomes may include:

- Increased understanding of, and support for, accessible transportation in the grantee community;
- Creative use of technology to facilitate transportation accessibility;
- Increased utilization of community transportation services, including measurable increases in public transit ridership, by older adults and people with disabilities;
- The adoption of accessible transportation innovations/models as priorities in the local coordinated planning process.

Scope

Six (6) grants of up to $50,000 each (totaling $300,000) will be funded for twelve (12) months. Grant funds will be utilized to develop and implement program innovations and approaches to increase transportation accessibility for older adults and people with disabilities. Funds will also support travel to a two-day kick-off workshop.

Eligible Applicants

Local and regional private nonprofit or government organizations may apply for this funding opportunity. Eligible applicants include (but are not limited to) the following: Public Transit Agencies; Councils of Government; Metropolitan Planning Organizations; Tribal agencies (e.g., Title VI Aging Programs, Tribal Transit Agencies); Area Agencies on Aging; Community Action Agencies; Centers for Independent Living; ARCs (Intellectual Disability service organizations); community organizations involved in the administration, delivery or coordination of public transit, human services transportation, aging, or disability services.

Preference will be given to applications submitted by public transportation, aging or disability organizations, especially current or potential Section 5310 recipients or subrecipients, such as:

- Public and human service transportation providers;
- Planning organizations that are direct or designated recipients of section 5310 funds;
- Aging, disability (physical, intellectual, or otherwise) or human services organizations that serve seniors and people with disabilities, reflecting required participants in the coordinated plan.

Note: For-profit organizations are not eligible to apply; however, applicants are encouraged to coordinate with appropriate for-profit transportation providers.

Primary Contact

Eileen Miller, NADTC Senior Program Associate
nadtcgrant@nadtc.org   202-872-0888

Definitions

Accessible transportation is the passport to independent living for everyone. Mobility means having transport services going where and when one wants to travel; being informed about the services; knowing how to use them; being able to use them; and having the means to pay for them….Accessible transportation encompasses: public [and human services] transport services…; related operational procedures, ticketing, and travel information; and the design of such vehicles, terminals, and stops; intercity, regional, national, and international transport by motor coaches, railway, marine vessels, and aircraft; intermodal linkages; personal vehicles; and the pedestrian infrastructure." (Suen and Mitchell, "Accessible Transportation and Mobility," Transportation Research Board, Committee on Accessible Transportation, 2000; additions noted in brackets)

Community accessibility assessment is a standardized approach for assessing a community's transportation resources and broader community accessibility and for identifying gaps and needs. Grantees will help guide development of a community accessibility scorecard to be developed by the NADTC and may participate in a field test of the tool.

Coordinating Council on Access and Mobility (CCAM) is a partnership of federal agencies working to build ladders of opportunity across America by improving the availability, quality and efficient delivery of transportation services to people with disabilities, older adults and people with low incomes. CCAM members continue to promote the mission of United We Ride, a 10-year initiative to help states and local communities coordinate across the various Federal programs associated with human services transportation." (Federal Transit Administration)

Inclusiveness assumes that people with disabilities and older adults actively participate in advisory, decision-making and leadership capacities in planning, developing and oversight of community transportation services. (Derived from: Inclusive Coordinated Transportation Planning Partnership Project, supported by the U.S. Administration for Community Living)

Innovations in transportation/mobility could involve making changes to a longstanding program (but doing things in different ways), or developing a new program or service. Potential innovations include (but are not limited to) development and implementation of: new services; new approaches to service delivery or program oversight; new solutions to longstanding problems; new technological applications to enhance accessibility; new solutions to address old challenges. Innovations may be intended to provide better solutions to meet new

requirements or respond more effectively to previously unarticulated needs. Transportation innovations, as used here, may be totally original or a creative adaptation of an approach that has worked in other places, program settings or to serve other populations. (Definition derived, in part, from Wikipedia.)

Output measures are defined as the products and services delivered. These are often stated as amounts (e.g., number of products or services) during a reporting period (e.g., 6 months). Outputs do not tell you anything about the actual results achieved or the impact of the products or services delivered.

Outcome measures represent the specific result(s) a program is intended to achieve. An outcome is not what the program produced (outputs) but the consequences or impact of those products and services. Outcomes are measurable and typically identify in precise ways how the project will impact the community (e.g., seniors, specific ethnic/cultural groups, caregivers, community agencies). Anticipated outcome(s) are ways in which the project will benefit seniors and the community. Outcome measures include:

> **End Outcomes (Objectives)**: the ultimate outcomes the program has been designed to achieve. This is the most ambitious outcome or result that program managers can affect or influence and for which they are willing to be held responsible.

> **Intermediate Outcomes**: A critical outcome or result that must occur in order to reach the end outcome/objective. Progress must be made toward the intermediate outcome before you can achieve the end outcome. (From: Bureau of Educational and Cultural Affairs, Evaluation Division)

Systems change is a shift in the way that a community makes decisions about policies, programs, and the allocation of its resources — and, ultimately, in the way it delivers services to its citizens." (Toolkit for Federal Staff Who Work with Comprehensive Community Initiatives)

Potential Innovations
Innovations to be adopted by grantees may address, but are not limited to, the following:

- Travel training
- Volunteer transportation
- Accessible pathways (e.g., curb cuts, sidewalks, accessible signals)
- Way-finding technology/signage
- Same day service
- Door-to-door, door through door service
- Ride-sharing
- Mobility management/travel counseling
- One-call/one-click

Deliverables

1) Development and implementation of at least one new community-specific innovation/approach to increase transportation accessibility.

2) Participation in development of the NADTC's Community Accessibility Scorecard and potential participation in a field test of the tool to determine its efficacy and effectiveness in the community planning process.

3) Increased involvement in the local coordinated transit-human services plan and other planning processes.

4) Documented improvements in the community transportation system, addressing the following elements:
   a. Accessibility;
   b. Innovation;
   c. Inclusiveness;
   d. Responsiveness to identified needs and preferences of older adults and people with disabilities.

5) Identification of opportunities to utilize Section 5310 or an alternative federal, state or local funding source to sustain the innovative practices developed through this grant.

Involvement of Older Adults and People with Disabilities

The importance of considering the experiences and perceptions of transportation users and potential riders cannot be overstated. Projects must involve older adults and people with disabilities and include activities to obtain input and guidance from them throughout the project. Applicants are strongly encouraged to incorporate the perspectives of older adults and people with disabilities into their grant proposals.

Key Partnerships

Partnerships and collaboration among public transportation, aging, disability and other human services organizations that serve people with disabilities and older adults are essential for the success of these grant projects. Collaboration with key community organizations that represent older adults and people with disabilities and/or provide/arrange transportation (e.g., local transportation providers, community/civic groups) is also important to the success of these projects. Evidence of commitment from at least two (but no more than 4) key partners must be included in the grant application, as specified below. (Note: One of the letters of commitment must be from the local entity responsible for the 5310 coordinated transit-human services plan

indicating willingness to participate in the project and to consider incorporating the proposed program innovation/approach into the area's funding proposal.)

Sustainability

Ongoing funding and sustainability of efforts undertaken by NADTC grants are primary concerns and will be addressed by NADTC and awarded grantees, working together during the grant period. At a minimum, grantees will be expected to work to build ongoing community support and be willing to seek funding to continue the efforts begun during the grant. NADTC encourages and will offer information and technical assistance to support grantee efforts to develop applications for Section 5310 funds.

NADTC Support and Technical Assistance

1) Convene a kick-off workshop for awarded grantees.
2) Develop a plan for facilitating regular peer exchange among grantees.
3) Develop educational webinars and on-line sessions for grantees featuring expert presentations on best practices in planning and other relevant topics and leveraging lessons learned in the Administration for Community Living's *Inclusive Coordinated Transportation Planning Project*.
4) Provide and document provision of information and technical assistance to support grantees in improving local transportation accessibility.
5) Track progress and document grantees' work to develop and implement innovations and approaches in their local transportation system, including:
   a. Connections between locally identified needs and the program innovation/approach being developed through the grant.
   b. Increased inclusion of older adults and people with disabilities in community transportation planning, development, service delivery and oversight.
   c. Integration of "specialized transportation" services, including those developed or enhanced through this grant, within the larger statewide/metro planning processes.
6) Develop a report for FTA that identifies how the innovations and approaches developed by grantees through this project might be adopted by Section 5310 recipients in their own programs and how such innovations may result in increased community support for transportation accessibility for all.

PART II – APPLICATION INSTRUCTIONS

Proposal Format and Submission

A completed application consists of the following: **Grant Application Form; the Project Summary; the Narrative; the Grant Budget Form;** and at least **2 Letters of Commitment** (no more than 4 letters may be submitted). Only the attachments specified in the application instructions will be accepted. Applicants must submit the application online (For detailed online instructions, see "How to Use the Online Application System").

All proposals must be submitted on-line
no later than 11:59 pm on August 26, 2016.

Proposals received after the due date and time, as well as those submitted by fax, mail or e-mail will be deemed non-responsive. All questions related to this solicitation should be directed to Eileen Miller by phone (202) 872-0888 or email (nadtcgrant@nadtc.org).

> A teleconference for interested applicants will be held at 3 pm ET on August 10, 2016. Call in information will be posted on the NADTC website (www.nadtc.org). Questions can be directed to Eileen Miller at nadtcgrant@nadtc.org.

Application Form

All requested information must be provided in the online application form. This form can be found at www.nadtc.fluidreview.com. Below is a summary of the grant application form, answer requirements, and evaluation criteria that you will find in the online system.

I. **Project Name**
   Your application will be identified in the online system by the Project Name. You may use your agency name as the Project Name or choose a more descriptive name for your project.

II. **Applicant Information**

   (1) Applicant Name (Agency/Organization Name), Address, Contact Information – Including Primary and Secondary Contacts.

   (2) Agency/Organization is: check one from the list. Applicant must fit one of the categories provided: nonprofit or government agency. Applications will not be accepted from for-profit organizations.

(3) Agency/Organization Type: check one from the list; if *other*, please provide specific information in the space provided.

III.   **Target population**

Applications must focus on older adults and people with disabilities residing in the community and all older adults and people with disabilities in the community should be able to benefit from the work to be undertaken. However, applicants may identify a subset of the broader target populations as needing specific attention, such as one or more specific cultural or ethnic groups, older adults with particular characteristics (e.g., physical disabilities, dementia) or specific disability groups (e.g., persons with visual impairment, developmental disabilities).

(1) Age: check all that apply from the list; if *other*, please provide specific information in the space provided.

(2) Disability: check all that apply from the list; if *other*, please provide specific information in the space provided.

(3) Race/Ethnicity: check all that apply from the list; if *other*, please provide specific information in the space provided.

(4) Income: check one or both of the named options. (a) If "low income" is checked, the definition to be followed by the project should be specified (e.g., 100% Federal Poverty Level [FPL]). (b) If "other income range" is checked, the definition to be followed by the project should be specified.

IV.   **Geographic Area**

(1) Type of geographic area (i.e., urban, suburban, rural, Tribal): check all that apply from the list.

(2) Brief description of the area: may include the percent urban/suburban/rural of the area, square mileage, and/or a descriptor such as "very spread out," "densely populated," "blighted urban area," rugged, mountain terrain, etc." that provides reviewers with a concise picture of the area. (30 words or less)

Project Summary

Provide a specific and concise sketch of the project, the purpose (overall goal), objectives and the specific outcome(s) you expect to attain from the Innovations in Accessible Mobility Grant. (Limited to 100 words)

Narrative Questions

Word limits are specified below and are incorporated in the online application. The Narrative consists of five Narrative Questions.

1. **What is your goal in developing a program innovation for increasing accessible transportation? What do you expect to accomplish?** (Limited to 1,000 words)

   Applicants should state the goal of their project clearly and briefly, discuss why the proposed project is important and its significance in terms of the local area's development of transportation and mobility options and the ability of older adults and people with disabilities to live and thrive in the community. Applicants should also address the following:

   - Describe the community's current array of transportation and mobility options;
   - Describe the ways how older adults and people with disabilities typically get to jobs, to healthcare and other important destinations;
   - Describe in detail the planned innovation and approach;
   - Discuss the reasons this particular innovation was chosen and how the innovation and approach will enhance and improve transportation accessibility for the target population;
   - Provide justification for selection of the proposed innovation as a response to identified needs and preferences of people with disabilities and older adults;
   - Provide a brief but detailed description of the plan to implement the innovation, from start to finish within the twelve months of the grant, identifying significant milestones and outputs within a set timeframe;
   - Specify the outcomes that this project will achieve, the impact of the proposed innovation on the lives or older adults and people with disabilities, and the impact on the community as a whole.

2. **How does the identified program innovation respond to conditions in your community?** (Limited to 500 words)

   The proposed innovation should be discussed within the context of the community, its resources, past efforts and current priorities. The response should:

   - Discuss briefly the most relevant and pertinent efforts in the community, both current and in the recent past, which were/are intended to improve community transportation accessibility (e.g., efforts related to transit, paratransit, human

services transportation, livable communities, walkability, bicycling, accessible technology, coordination, planning, mobility management, travel training). Include things that have worked, as well as those that did not succeed;

- Provide detail about the community's current use of federal, state and local funds to support transportation and describe its success or past efforts in accessing and utilizing federal funding (especially, but not limited to, Section 5310 funds). Include information about pending applications or other potential funding;

- Provide numerical and descriptive data to quantify or approximate current ridership and the current level of accessible transportation available to older adults and people with disabilities, including unmet needs (local, state and/or national data may be used). Anecdotal information may be included to paint a picture of current community conditions.

3. **What challenges and barriers will the proposed accessibility innovation face and how will they be addressed?** (Limited to 500 words)

   Applicants should identify potential challenges and barriers, and identify strategies for overcoming identified barriers. The response should:

   - Discuss likely challenges to the project's success posed by past community efforts that have not succeeded, tensions or conflicts regarding different options for improving community transportation, or competition between the aging and disability communities or between transit and human services;

   - Identify potential barriers to success, such as lack of funding, lack of community consensus, competing priorities;

   - Describe the strategies to be used to address anticipated challenges and barriers, and discuss why these efforts are likely to succeed and help to ensure the overall success of the proposed innovation.

4. **Why will this project succeed in improving transportation accessibility for the target population? (Limited to 500 words)**

   - Discuss how the proposed innovation responds to current and anticipated community conditions described in response to question 2;

   - Identify conditions in the community that will support the effort to increase transportation accessibility for the target population as well as other motivating factors for increasing transportation accessibility in this community (e.g., the local transit-human services coordinated plan, local livability initiative);

- Describe the broader community's attitudes and the willingness of people with disabilities and older adults to work with your organization, as well as established relationships or previous work that included older adults and/or people with disabilities as partners;
- Identify committed project partners (agencies and organizations) and describe their planned contributions to the project;
- Specify the roles that older adults and people with disabilities, will play in the proposed project and discuss how the partnerships and citizen involvement will help to ensure success;
- Make the case that the right players (your organization, project partners, and community members) are engaged and committed to this effort and why conditions are right- in this community, at this time - for this innovation to succeed.

5. **What assets and advantages do your organization and committed project partners bring to the table for developing and implementing an innovation to increase transportation accessibility?** (Limited to 500 words)

Applicants should include information on grant management experience and describe their role in working for and/or providing accessible transportation for older adults and people with disabilities. The applicant agency and project partners together should include organizations that administer aging, disability and transportation programs. Responses should also address:

- Current involvement in the coordinated transit-human services transportation planning process and/or other local or regional transportation planning experience;
- Experience managing a Section 5310 program or other transportation programs (including New Freedom or JARC) funded with federal, state or local funds that provided transportation services to older adults and/or people with disabilities;
- Experience collecting quantitative and descriptive data on transportation usage by the target population and a commitment to collect data under this project to track progress in achieving identified outputs and outcomes.

Budget

The proposed budget must be provided on the **NADTC Grant Budget Form** and may include the following items. In no case may the budget request exceed $50,000. Matching funds are not required but applicants are encouraged to consider specifying any additional staff supports (including management support) to be provided by the applicant agency, as well as other administrative costs that the applicant agency will cover.

- Personnel costs should specify salary costs and associated fringe benefits to carry out project activities.
- Meeting/training costs may include the costs of holding one or more community forums plus costs associated with smaller collaborative meetings. Such costs may include space rental, copying materials, AV equipment rental, speaker fees/travel costs. Food/beverage costs are not eligible expenses.
- Travel costs are for staff travel and must include funds to travel to Washington, DC for a two day kick-off workshop.
- Consultant fees and travel anticipated by the applicant should be included as a separate category in the budget.
- Other direct costs may include office space rental/utilities (to be calculated based on personnel costs), telephone/fax, photocopying, printing, postage, project related supplies, computer costs (equipment may NOT be purchased; costs related to personnel usage only), marketing/media/outreach costs, focus group/survey costs (if applicable).
- Indirect costs may be included in the budget. Details regarding how indirect costs are calculated, including a copy of the organization's approved Indirect Rate, must be submitted as part of the final budget that grantees must develop within two weeks of award notification.

Letters of Commitment

All applicants must provide at least two (and no more than 4) letters of commitment from key partner organizations. If the applicant is not the local entity responsible for the Section 5310 coordinated transit-human services plan, a letter of commitment must be included from that entity indicating willingness to participate in the project and consider incorporating the innovation developed under the grant as a funding priority in the next coordinated plan. The letters should specifically describe the planned role of the project partner in the proposed project, anticipated support (including monetary or in-kind support) to be provided and a list of anticipated project activities in which the partner will be involved.

PART III – APPLICATION REVIEW & EVALUATION

Minimum Criteria

The online application system will be closed following the deadline set for all applications and will not allow an applicant to submit an incomplete application. In addition, the following minimum criteria must be met. All applications received by the deadline will be screened to determine that these criteria are met. If an application fails to meet any of the criteria specified below, it will be considered nonresponsive and will not be forwarded for review.

1. Application submitted by a Qualified Organization.
2. Request for funding does not exceed $50,000.

Application Review

An independent Review Committee, consisting of individuals with expertise in aging, disability and transportation will be convened. Only applications that meet Minimum Criteria will be reviewed. Each accepted application will be reviewed independently by at least two members of the Review Committee. Recommendations for selection will be reviewed and approved by the Federal Transit Administration.

Evaluation Criteria

Applications will be evaluated against the following criteria:

Evaluation Criteria Each item has a maximum score. The total number of points that can be earned by an applicant is 100.	Maximum Score	Reviewer Score
Question 1: Project goal and anticipated results. Are the goals and anticipated results of the project clear and understandable? Is the applicant knowledgeable about the community's transportation system, including public and human services transportation, the ADA, accessible transportation issues impacting older adults and people with disabilities? Does the applicant reveal understanding of the potential for innovation to address these issues and the opportunity to utilize technology to improve accessibility? Is the selected innovation feasible and likely to succeed, given current community conditions? How will the proposed innovation represent a significant improvement over current conditions? Will the innovation likely result in: • Improved accessibility? • The adoption of inclusive practices that engage older adults and people with disabilities in coordinated transportation planning? • Integration of the innovation within other local transportation programs and services? • Increased responsiveness to the needs and preferences of older adults and people with disabilities?	**30**	
Question 2: Response to conditions in the community. Will the proposed innovation respond to conditions in the community? Are data, research, and descriptive information provided on 1) current and past efforts to improve transportation accessibility; and 2) how federal, state and local funds support transportation? Is the community's usage of, or efforts to access, federal funding (including but not limited to Section 5310 funds)	**10**	

discussed? Is the applicant able to provide quantitative, descriptive and/or anecdotal information on current usage of, and unmet need for, transportation by the target population?		
Question 3: Anticipated challenges, barriers and potential solutions. Does the applicant have a clear understanding of potential roadblocks to this project's success and include strategies for remedying these issues? Are the strategies realistic and workable?	**10**	
Question 4: Why the project will succeed in improving transportation accessibility. Is a process in place in the community to obtain guidance from and engage older adults and people with disabilities in transportation planning? Will older adults and people with disabilities participate in the project and be empowered to inform the development and adoption of innovative practices? Are the community's assets for success in the project clearly identified and described and connected to strategies for success? Are the roles of partnerships and existing collaborations, including the roles of older adults and people with disabilities, fully described and verified through the letters of commitment? Are all the key players included in project plans?	**20**	
Question 5: Organizational and partner assets. Is the applicant experienced in grant management? Is evidence provided of the applicant's strong working relationships with key community stakeholders, including (at a minimum, as verified on the application form and letters of commitment) transportation, aging and disability organizations? (Note: One of the letters of commitment must be obtained from the local entity responsible for the Section 5310 coordinated transit-human services plan.) Is evidence provided of participation in the local transit-human services coordinated planning process and experience managing federal, state and/or locally funded transportation programs? Is the applicant willing and able to collect quantitative and descriptive data on transportation usage by the target population? Does the applicant specifically commit to the adoption of performance measures mandated by NADTC?	**25**	
Budget. The budget is reasonable in relation to the work being proposed.	**5**	
TOTAL SCORE (out of 100 points):		