

Western Placer CTSA Retired Dial-a-Ride Vehicle Program Guidelines

Program Description

The Western Placer CTSA supports the goal of increasing mobility options for the elderly and individuals with disabilities by working with local non-profit / community based organizations that can design transportation for their own clients based upon local needs.

This program will support the county's public transportation function by:

- Reduce single occupancy vehicle trips, air pollution, and traffic congestion;
- Supplement the services provided by the local public transportation system; and
- Increase mobility for the transit-dependent who cannot use conventional public transportation services.

The Western Placer CTSA would purchase surplus dial-a-ride vehicles from Placer transit operators that are being retired and sell these vehicles to local non-profit / community based organizations at a nominal amount for their exclusive use to address the mobility needs of elderly and / or disabled county residents. Each local non-profit / community based organizations selected to receive a retired vehicle must enter into an agreement with the Western Placer CTSA that provides, among other things, that the organization shall defend and indemnify the CTSA against any liability, be sufficiently insured to support the indemnity and defense obligation and be able to maintain and operate the vehicle for its remaining useful life.

Program Funding

The Western Placer CTSA would use either Transportation Development Act (TDA) Article 4.5 funds and / or Proposition 1B – Public Transportation Modernization Improvement Service Efficiency Account (PTMISEA) funds allocated to the CTSA by the Placer County Transportation Planning Agency (PCTPA) to fund the Retired Dial-a-Ride Vehicle Program. As a demonstration of commitment, the non-profit organization would be required to fund the vehicle's annual operating and maintenance costs, prior to obtaining the vehicle from the CTSA.

Eligible Recipients

Local non-profit / community based organizations, which have as its mission services to individuals with disabilities or the elderly. The non-profit / community based organizations can serve other client groups, such as low-income and youth, but serving elderly and disabled clients must be their focus in order to receive a retired vehicle.

Eligibility Requirements

- Recipient must be a local non-profit / community based organizations serving elderly and / or disabled Placer County residents.
- Recipient must be able to provide an average of fifty (50) trips each month to elderly and / or disabled Placer County residents.
- Recipient must be able to demonstrate responsibility for all vehicle registration and licensing, insurance, painting, fuel, maintenance and operating costs.

Application Criteria

Each non-profit / community based organization applying for a retired van from the must provide an application which addresses the following criteria:

- A description of the non-profit / community based organization including:
 - Number of years in existence
 - Program location and hours of operation
 - Mission or purpose
 - Major client group and where they live
 - Number of clients
 - Legal status (non profit, government sponsored, etc)
 - Major funding sources
 - Governing body description and organizational chart
 - A description of how the non-profit / community based organization coordinates service with other agencies, if applicable.

- Description of need for the vehicle, including:
 - Number of vehicles owned now, if applicable, and how those vehicles were funded and/or how they will be replaced
 - Whether or not your program includes the use of fixed route transportation for those clients that can use fixed route
 - How clients currently access services
 - How having the retired vehicle will benefit your program clients

- Description of how the non-profit / community based organization will meet the ridership criteria:
 - Provide information on how the non-profit / community based organization will meet the minimum ridership criteria of the Agreement.
 - How many trips per month will the non-profit / community based organization provide with this vehicle, and how many of those trips will be provided to ADA eligible individuals?
 - If CBO can exceed the 50 trips per month, please describe how many additional trips can be expected per month, and the basis for this assumption

- Description of non-profit / community based organization financial capacity:
 - Description of funding sources, and a five year funding history
 - Most current agency / program financial audit
 - Transportation budget including:
 - Driver salaries and benefits
 - Insurance premiums
 - Fuel costs
 - Administrative support costs
 - Any other costs

CTSA Prioritization Criteria

- Preference will be given to established non-profit / community based organization, which have been active in Placer County for longer periods of time.
- Preference will be given to non-profit / community based organizations that demonstrate a high degree of coordination or innovation in service delivery.
- Preference will be given to non-profit / community based organizations and their clients located in Placer County.
- Preference will be given to non-profit / community based organizations that currently do not own vehicles.
- Preference will be given to non-profit / community based organizations that show a stable funding history over the prior five years and present a realistic and detailed transportation operational budget.
- Non-profit / community based organizations that cannot certify one or more conditions will be ineligible.

Application Submittal

Submit ___ copies of the application (one original and ___ copies) to:

Western Placer CTSA
299 Nevada Street
Auburn, CA 95603

Phone: (530) 823-4030
Fax: (530) 823-4036
Email: dmelko@pctpa.net