

5310 Operational Funding Evaluation Criteria

100 Possible Points

To receive the maximum possible points, Applicants must provide answers and documentation that is clear, complete and concise. Unclear and incomplete answers and documentation will result in lower scores

Applicant Experience, Project Description, Goals, and Objectives 40 Possible Points

The applicant should clearly describe their experience as a transportation provider. The applicant should clearly describe the project, identify and define goals and objectives of project, define the geographic area covered by the project, and explain how the project directly addresses unmet transportation needs or gaps in service to meet the Operational Funding strategies identified in the Coordinated Public Transit - Human Services Transportation Plan for Allen County (Coordinated Plan). The applicant should indicate number of persons expected to be served from targeted populations (consistent with objectives of Section 5310 program), and the number of trips (or other units of service) expected to be provided. The project should also be consistent with the objectives of the Section 5310 grant program.

Implementation and Operations Plan 20 Possible Points

Projects seeking funds to support program operations must provide a well-defined operations plan. Capital projects must clearly and completely describe implementation steps, milestones, and the timeline for carrying out the project. The applicant must demonstrate institutional capability to carry out the service delivery aspect of the project.

Project Budget 15 Possible Points

Projects submitted must include a clearly defined budget, including anticipated project expenditures and revenues, documentation of matching funds, and documentation of other resources expected to be leveraged (including resources from other federal and state programs).

Program Effectiveness and Performance 10 Possible Points

Projects should be described in terms of appropriateness of service delivery related to the need the project proposes to address. Projects should demonstrate cost-effectiveness in terms of the approach. Project applications should identify clear, measurable performance measures to track effectiveness and present a plan for ongoing monitoring and evaluation of the service and the magnitude of its impacts on populations targeted by the Section 5310 Program. This plan should include, at a minimum, quarterly reporting of performance measures to Citilink.

Coordination and Program Outreach 15 Possible Points

Proposed projects should indicate ability to coordinate with other community transportation and human services programs and describe a plan for communicating information about the project to potential users, social service providers, other transportation programs, etc.

Evaluation Criteria Scoring

**Max
Points**

Applicant Experience, Project Description, Goals, & Objectives	40
Applicants Experience	5
Addressed unmet transportation needs or gaps in service to meet strategies identified in Coordinated Plan	20
Level of access (geographic, time, access)	5
Number of persons within each targeted group expected to be served	5
Number of trips or units of service to be delivered	5
Implementation and Operations Plan	20
Well defined operations plan or implementation plan	5
Demonstrated operational/technical capability	5
Reasonableness of project timeline	5
Plan for continuing project over the next five years	5
Project Budget	15
Project Cost Effectiveness (cost related to number of people served/trips provided)	5
Evidence of financial capability	5
Leveraging of resources from other federal and state programs	5
Program Effectiveness and Performance	10
Appropriate match of service delivery to need	5
Plan for measuring effectiveness and performance, including steps to take if original goals not achieved	5
Coordination and Program Outreach	15
Projects ability to coordinate with other community transportation and human service programs	5
Outreach and project education plan	10
TOTAL POSSIBLE POINTS	100