

Job Access Reverse Commute Program & New Freedom Program 2011 FUNDING APPLICATION

Important Dates

1. **Pre-Application Workshop:** 9 a.m. CST, Wednesday, March 9, 2011, Mid-America Regional Council, 600 Broadway, Suite 200, Kansas City, Mo.
2. **Application Due Date:** 12 noon CST on April 20, 2011

Contact Information

Direct all questions and inquiries to Stewart Nelson, snelson@marc.org, or Ron Achelpohl, rona@marc.org, at (816) 474-4240.

Application Submission Instructions

1. Please combine this application and all supporting documentation into **one electronic file** for submission to the Mid-America Regional Council (MARC). If you need assistance attaching documents onto this form, contact MARC.
2. Submit your application file via e-mail to snelson@marc.org by 12 p.m. CST on April 20, 2011.
3. Refer to the Competitive Selection Booklet for more details about how to provide information requested in the application.
www.marc.org/transportation/pdf/2011jarcnewfreedom_booklet.pdf
4. Applicants **must submit a separate, fully completed application** for each funding program.
5. Each applicant must provide three years of budget information for each project. This requirement is detailed under the Sustainability and Project Financing section.
6. Please make sure that all supporting documentation is appropriately labeled and electronically attached to the application document before submitting it.

Each text box in Section 3 of this application is limited to **500 words**. Microsoft Word counts all words, even if the word is a single letter, such as “a” or “I”; however, it does not count spaces between words. The software program can automatically count words in a document. For help using the Word Count feature, search for “Word Count” in Microsoft Word Help.

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1. General Information

1.1. Program Applying for (choose one):

Section 5316 **JARC** (Operating) Section 5317 **New Freedom** (Operating)

1.2. Funding will be used for which of the following:

New Service Continuation of Service Expansion of Service

1.3 Legal Name of Organization: Unified Government Transit

1.4 Person Submitting Application

Name: Emerick Cross

Address: 5033 State Avenue

City/State/Zip: Kansas City, KS 66102

Phone: (913) 573-6784

E-mail: ecross@wycokck.org

Contact Person (if different)

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

E-mail: asdf

1.5 List the names of individuals authorized to enter into contract(s) and amendments with the Kansas City Area Transportation Authority (KCATA).

Name: Dennis Hays

Name: Emerick Cross

Title: Unified Govt. County Administrator

Title: Transit Director

Phone: (913) 573-5030

Phone: (913) 573-6784

Fax: (913) 573-8315

Fax: (913) 573-8315

Address: 701 N. 7th Street

Address: 5033 State Avenue

City/State/Zip: Kansas City, KS 66101

City/State/Zip: Kansas City, KS 66102

E-mail: dhays@wycokck.org

E-mail: ecross@wycokck.org

1.6 Applicant Status (choose one):

- Private Nonprofit Organization
 State or Local Government
 Public Transportation Operator
 Private Operator of Public Transportation

1.7 Project Name: UG Transit JARC Routes 104 Argentine and 106 Quindaro

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1.8 Amount of Federal Request per FFY:

JARC	New Freedom
2010: <u>\$400,000</u>	2010: _____
2011: <u>\$400,000</u>	2011: _____

1.9 Please list all the information for the contact at your labor union:

Name: Jeremy Hendrickson, PSEU #1290PE

Title: Business Manager

Phone: (913) 432-7738

Fax: _____

Address: 2600 Merriam Lane

City/State/Zip: 66106

E-mail: jhendrickson@gmail.com

2. Sustainability and Project Financing

Provide budget information for your project that identifies the amount and source of local match in the tables below. Also indicate which local match sources are capable of sustaining the project once FFY 2010 and FFY 2011 JARC or New Freedom funds are completely expended. See *Section III Program Objectives* and *Section IV.C Project Evaluation Criteria* that address supplanting of financial support.

2.1 Start Date or Date of Planned Implementation: July 2011

2.2

	Total Cost (\$)	Program Funds (\$)	Local Match (\$)	Source
	Enter the total project cost per year in this column.	Enter the amount of federal funding requested per year in this column.	Enter the amount of local match you are providing per year in this column. (The Program Funds and the Local Match must at least equal the Total Cost.)	Enter the source(s) of the local match your agency is providing in this column. Address the sustainability of those funds.
Year 1	\$1,458,608	\$400,000	\$1,058,608	Unified Government General Revenue

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Year 2	\$1,575,296	\$400,000	\$1,175,296	Unified Government General Revenue
Year 3	\$1,701,320	\$400,000	\$1,301,320	Unified Government General Revenue

2.3 Please describe the activities or steps involved in implementing your project and the associated milestones from project start to end.

	Project Details	Action Steps	Expected Outcomes / Milestones
	Enter information on the activities you expect to offer with these federal funds each year.	Enter the action steps you will take to support the project activities listed in the Project Details column.	Enter the expected outcomes from each action step listed, and address sustainability. Establish annual milestones to achieve.
Year 1	Continued operation of JARC bus routes #104 Argentine, which serves SE Kansas City, KS and #106 Quindaro, which serves NE Kansas City, KS	Ongoing operations management including monitoring service quality, maintaining vehicles, disseminating information about the service, coordinating the service with other transit services, etc. Responsibility for each of these action steps will lie with the KCATA through contractual agreement.	Continued accessibility to jobs via public transit for low income transit dependent populations in NE and SE Kansas City, KS
Year 2	Continued operation of JARC bus routes #104 Argentine, which serves SE Kansas City, KS and #106	Ongoing operations management including monitoring service quality, maintaining vehicles, disseminating	Continued accessibility to jobs via public transit for low income transit dependent populations in NE and

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	Quindaro, which serves NE Kansas City, KS	information about the service, coordinating the service with other transit services, etc. Responsibility for each of these action steps will lie with the KCATA through contractual agreement.	SE Kansas City, KS
Year 3	Continued operation of JARC bus routes #104 Argentine, which serves SE Kansas City, KS and #106 Quindaro, which serves NE Kansas City, KS	Ongoing operations management including monitoring service quality, maintaining vehicles, disseminating information about the service, coordinating the service with other transit services, etc. Responsibility for each of these action steps will lie with the KCATA through contractual agreement.	Continued accessibility to jobs via public transit for low income transit dependent populations in NE and SE Kansas City, KS

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2.4 Can this project be scaled to a more limited scope with less funding? (Select one)

Yes

No

2.5 If no, please explain.

2.6 If yes, how might the scope of the project be limited?

With funding less than requested, service frequencies and/or span of service would need to be reduced. This would result in a lessening of accessibility to jobs. A more desirable approach would be to provide full funding for year one, maintaining current service levels. This would allow time to explore other funding options that might be employed in order to maintain current service levels with less JARC funding support in years two and three.

3. Project Criteria

3.1 Local Government Partnerships (if applicable)

Please refer to *Section IV.C.1.d Local Government Partnerships for Competitive Prioritization* of the Competitive Selection Booklet for more information on this section. List up to three local government partnerships associated with this project. Attach relevant copies of partnership agreements with your local government partner(s) in *Section 4 Supplemental Information and Attachments* of this document and label each attachment as "Local Government Partnerships Attachment 1," etc.

Local Government Partner: _____

Contact Person: _____

Phone: _____

Fax: _____

Address: _____

City/State/Zip: _____

E-mail: _____

Local Government Partner: _____

Contact Person: _____

Phone: _____

Fax: _____

Address: _____

City/State/Zip: _____

E-mail: _____

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Local Government Partner: _____

Contact Person: _____

Phone: _____

Fax: _____

Address: _____

City/State/Zip: _____

E-mail: _____

3.2 Cooperative/Partnering Operations

Please refer to *Section III Program Objectives* and *Section IV.C Project Evaluation Criteria* of the Competitive Selection Booklet for more information on this section.

3.2.1 Do you have an agreement with another agency(ies) in addition to your local government partnerships that enhances mobility services among and/or between communities?

Yes No

3.2.2 If yes, please list the name of the agency(ies) with whom you cooperate to enhance mobility services. Coordination can include such activities such as joint purchasing of vehicles, joint planning, sharing vehicles, dispatching, scheduling, training and maintenance, or coordinating client trips.

Agency Name: City of Kansas City, Missouri

Agency Name: Johnson County Transit

Agency Name: Kansas City Area Transportation Authority

3.2.3 In the text box below, describe how the project demonstrates coordination or partnering with local jurisdictions, other agencies, and interested stakeholder organizations. Summarize the nature of your cooperative activities with the partners listed in Question 3.2.2 above, and attach copies of your cooperative agreements or memoranda of understanding to *Section 4 Supplemental Information and Attachments* (found at the end of this application). Label any attachments as "Cooperative/Partnering Operations Attachment 1", etc. **(500 words or less)**

Coordination between bus routes operated directly by the Unified Government, operated for the Unified Government by the KCATA, operated for the City of Kansas City, Missouri by the KCATA and operated for Johnson County Transit by First Transit, Inc. occurs at key transfer centers located in downtown KCMO at 10th & Main, at the Indian Springs Mall, in downtown KCK and near the University of Kansas Medical Center. This coordination in effect widens the accessibility of jobs for residents of Wyandotte County to include most of the region, although limited service schedules on many routes limits accessibility to certain times of day and certain days of the week.

3.3 Community-Based Transportation

Please refer to *Section III Program Objectives* and *Section IV.C Project Evaluation Criteria* of the Competitive Selection Booklet for more information on this section. In the text box below each question, provide the information requested in **500 words or less**.

3.3.1 Describe how your project supports the concept of community-based transportation found in the Coordinated Public Transportation–Human Services Plan, and fits within the Smart Moves

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service concept described in *Transportation Outlook 2040*. How does your project support the concept of using activity centers, transit centers and/or transfer centers? List the specific citations where this project is derived from the Coordinated Public Transportation–Human Services Plan.

Both routes that comprise this project serve distinct communities within Wyandotte County. Both communities have high concentrations of low-income, transit dependent individuals. One is predominately African-American and the other is predominately Hispanic. Both routes were initially designed and continue to be refined based on significant input from residents of the respective communities served. Surveys of transit users are conducted on a regular basis and residents are encouraged to voice their opinions about the service to the Unified Government and/or the KCATA through the ATA's customer service line or the ATA website.

Both routes are identified in the Smart Moves Transit Plan and are part of the larger regional transit system

3.3.2 List the transportation goals and objectives of your organization. How will your proposed project address these transportation goals and objectives?

The goals of Unified Government Transit in relation to the two routes comprising this project are to maintain established jobs access service for low-income, transit dependent individuals residing in NE and SE Kansas City, Kansas and to coordinate these routes with other transit services thereby extending jobs accessibility to areas beyond the boundaries of Wyandotte County.

3.3.3 Describe how this project will serve needs that are unserved or underserved in the geographic service area. Such needs may include evening, weekend, split shift, childcare issues, holidays, etc.

The two routes comprising this project were established as JARC routes in 1999 and have been supported with JARC funding ever since. This request is for a continuation of JARC funding support. The absence of JARC funding will result in a reduction in the level of service offered on both routes, thus limiting access to jobs beyond any and all existing limitations.

3.4 Current Service Description and Statistics (if applicable)

Please refer to *Section III Program Objectives* and *Section IV.C Project Evaluation Criteria* of the Competitive Selection booklet for more information on this section. Note that both sections address the supplanting of financial support. As mentioned in *Section III Program Objectives*, the methodology for calculating the number of jobs accessed can be found in Appendix B of the Federal Transit Administration report "Connecting People to Employment" at: www.fta.dot.gov/documents/JARC_FY09_FINAL_2010_10_04.docx.

In the text box below each question, provide the information requested in **500 words or less**.

3.4.1 Geographic area currently served: List all counties, cities, and other locations served. If available, please attach a map to this document in *Section 4 Supplemental Information and*

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Attachments (found at the end of this application), and label the document “Service Description and Service Level Attachment 1, etc.”

The two routes comprising this project serve the SE and NE areas of Kansas City, Kansas respectively.

- 3.4.2 Describe the target population(s) currently served, how the consumer is involved in the planning/design of the services, how the service is marketed to this target population, and how this population accesses the service.

Both routes that comprise this project serve distinct communities within Wyandotte County. Both communities have high concentrations of low-income, transit dependent individuals. One is predominately African-American and the other is predominately Hispanic. Both routes were initially designed and continue to be refined based on significant input from residents of the respective communities served. Surveys of transit users are conducted on a regular basis, and residents are encouraged to voice their opinions about the service to the Unified Government and/or the KCATA through the ATA's customer service line or the ATA website. Information about the services is made available through the ATA's customer service line, the ATA website and printed material made available on board buses and at public facilities such as libraries and government offices.

- 3.4.3 Describe the operational characteristics of the proposed service, such as fares, operating hours, days of operation, number of jobs accessed, type of service (fixed route, demand response, subscription, coupon).

Both routes comprising the project are fixed route transit services operating Monday through Friday from approximately 6:00am to 10:00pm and on Saturdays from approximately 6:00am to 7:00pm. One-way fare on each is \$1.50 and reduced fares of 75 cents are available for seniors and those with disabilities.

- 3.4.4 Indicate whether the applicant will operate the service directly or via contract with another entity.

Service will be operated by the Kansas City Area Transportation Authority under contract to the Unified Government.

- 3.4.5 Indicate the number of average one-way passenger trips — per day, per month and annually — that the service currently provides. If possible, break down by trip type (medical, employment, daycare, etc.) or target population served.

Route 106 Quindaro - 1,000 trips/day (Weekday), 450 trips/day (Saturday), 23,330 trips/month, 280,000 trips/year.
Route 104 Argentine - 350 trips/day (Weekday), 225 trips/day (Saturday), 8,400 trips/month, 101,000 trips/year.

- 3.4.6 Indicate the cost per one-way passenger trip for each trip type, or other quantifying performance measurements. If needed, provide a brief explanation or justification of the costs.

Route 106 Quindaro - \$3.25/trip
Route 104 Argentine - \$4.35/trip

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- 3.4.7 Describe the administrative characteristics of the existing service, such as number of employees (differentiate between part-time and full-time), operation and maintenance costs, as well as manner in which the service is currently financed.

The service operated on both routes is provided by the KCATA through a contract between UGT and KCATA. UGT staff involved in managing the contract include the Transit Director and a financial analyst. Operations and Maintenance costs are included in the contract and the contract is paid for with UG general revenues.

3.5 Proposed Service Description and Service Level

Please refer to *Sections III Program Objectives for JARC and New Freedom Project Selection and IV.C Project Evaluation Criteria* of the Competitive Selection booklet for more information on this section. As mentioned in *Section III Program Objectives*, the methodology for calculating the number of jobs accessed can be found in Appendix B of the Federal Transit Administration report "Connecting People to Employment" at www.fta.dot.gov/documents/JARC_FY09_FINAL_2010_10_04.docx.

Base your responses to the following sections on the requirements reference in *Section III A.2–4* of the Competitive Selection booklet (i.e., inappropriate, insufficient, unavailable).

In the text box below each question, provide the information requested in **500 words or less**.

- 3.5.1 Geographic area to be served: List all counties, cities, and other locations to be served. If available, please attach a map to this document in *Section 4 Supplemental Information and Attachments* (found at the end of this application), and label the document "Service Description and Service Level Attachment 1," etc.

The two routes comprising this project serve the SE and NE areas of Kansas City, Kansas respectively.

- 3.5.2 Describe the target population(s) to be served, how the consumer will be involved in the planning/design of the services, how the service will be marketed to this target population, and how this population will access the service.

Both routes that comprise this project serve distinct communities within Wyandotte County. Both communities have high concentrations of low-income, transit dependent individuals. One is predominately African-American and the other is predominately Hispanic. Both routes were initially designed and continue to be refined based on significant input from residents of the respective communities served. Surveys of transit users are conducted on a regular basis, and residents are encouraged to voice their opinions about the service to the Unified Government and/or the KCATA through the ATA's customer service line or the ATA website. Information about the services is made available through the ATA's customer service line, the ATA website and printed material made available on board buses and at public facilities such as libraries and government offices.

- 3.5.3 Describe the operational characteristics of the proposed service, such as fares, operating hours, days of operation, number of jobs accessed, type of service (fixed route, demand response, subscription, coupon).

Both routes comprising the project are fixed route transit services operating Monday through Friday from approximately 6:00am to 10:00pm and on Saturdays from approximately 6:00am

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to 7:00pm. One-way fare on each is \$1.50 and reduced fares of 75 cents are available for seniors and those with disabilities.

- 3.5.4 Indicate whether the applicant will operate the proposed service directly or via contract with another entity.

Service will be operated by the Kansas City Area Transportation Authority under contract to the Unified Government.

- 3.5.5 Indicate the number of average one-way passenger trips — per day, per month and annually — that the project hopes to provide. If possible, break down by trip type (medical, employment, daycare, etc.) or target population served.

Route 106 Quindaro - 1,000 trips/day (Weekday), 450 trips/day (Saturday), 23,330 trips/month, 280,000 trips/year.
Route 104 Argentine - 350 trips/day (Weekday), 225 trips/day (Saturday), 8,400 trips/month, 101,000 trips/year.

- 3.5.6 Indicate the proposed cost per one-way passenger trip for each trip type, or other performance measurements. If needed, provide a brief explanation or justification of the costs.

Route 106 Quindaro - \$3.25/trip
Route 104 Argentine - \$4.35/trip

3.6 Administrative Capacity (Feasibility)

Please refer to *Sections III Program Objectives for JARC and New Freedom Project Selection* and *IV.C Project Evaluation Criteria* of the Competitive Selection booklet for more information on this section. Does your organization have the manpower and the resources to carry out your proposed project? Describe how your organization will address federal requirements for record keeping.

In the text box below each question, provide the information requested in **500 words or less**.

- 3.6.1 ORGANIZATION: equipment, office capability and location, communications system and institutional capacity

Unified Government Transit operates as a division of the Unified Government. It is an established transit provider in the region with offices located in the Unified Government Fleet Center at 5033 State Avenue in KCK. The services to be provided under this project will be operated by the Kansas City Area Transportation Authority. The KCATA is the regional transit Authority with administrative and operations activities located in Kansas City, Missouri at 1350 E. 17th Street. The KCATA operates 65 bus routes in the metro area and has full dispatching capabilities.

- 3.6.2 ABILITY: reporting requirements, record keeping, documentation, book keeping, invoicing required by federal regulation

The KCATA will administer the JARC funding for this project on behalf of the Unified Government. By contractual agreement, the KCATA will be responsible for all reporting requirements, recordkeeping, documentation, bookkeeping and invoicing.

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4. Supplemental Information and Attachments

Electronically attach properly labeled supplemental information as referenced above. This may include cooperative agreements, memoranda of understanding, service map(s), and any other documents necessary to fully describe your project. If you have technical problems or questions about attaching documents to this form, please contact MARC for assistance.

