

San Mateo County
Human Services Agency
Lifeline Transportation Program Sponsor
RESOLUTION WITH METROPOLITAN TRANSPORTATION COMMISSION

WHEREAS, the Metropolitan Transportation Commission (MTC) has established a Lifeline Transportation Program to assist in funding projects that 1) are intended to result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, 2) are developed through a collaborative and inclusive planning process and 3) are proposed to address transportation gaps and/or barriers identified through a Community-Based Transportation Plan or are otherwise based on a documented assessment of needs; and

WHEREAS, MTC has identified a certain amount of funds in the Job Access Reverse Commute (JARC), Congestion Mitigation and Air Quality (CMAQ) and State Transit Assistance (STA) programs to be made available for eligible projects for a three year interim program; and

WHEREAS, MTC adopted principles, pursuant to MTC Resolution No. 3726, Revised, to guide implementation of the Lifeline Transportation Program for the three year period from Fiscal Year 2005-06 through Fiscal Year 2007-08, and has designated the County Congestion Management Agency (or another countywide entity) in each of the nine bay area counties to help with recommending project selections and project administration; and

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County has been designated by MTC to assist with the Lifeline Transportation Program in San Mateo County on behalf of MTC; and

WHEREAS, C/CAG conducted a competitive call for projects for the Lifeline Transportation Program in San Mateo County; and

WHEREAS, San Mateo County Human Services Agency (SMCHSA) submitted a project(s) in response to the competitive call for projects; and

WHEREAS, C/CAG, after review, recommends SMCHSA's proposed project(s), described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, be funded in part under the Lifeline Transportation Program; and

WHEREAS, SMCHSA agrees to meet project delivery and obligation deadlines, provide for the required local matching funds, and all other conditions set forth in MTC Resolution No. 3726 Revised; and

WHEREAS, SMCHSA certifies that the project(s) and purpose(s) for which funds are being requested is in compliance with the requirements of the California

Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 1500 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and

WHEREAS, that there is no legal impediment to SMCHSA making the funding request; and

WHEREAS, there is no pending or threatened litigation which might in any way adversely affect the ability of SMCHSA to deliver the proposed project(s) for which funds are being requested, and

RESOLVED, that SMCHSA request that MTC grant funds available under its Lifeline Transportation Program, in the amounts requested for which SMCHSA is eligible, for the project(s) described in Attachment A of this Resolution; and be it further

RESOLVED, that staff of SMCHSA shall forward a copy of this Resolution, and such other information as may be required, to MTC, C/CAG, and such other agencies as may be appropriate.

Rose Jacobs Gibson, President
San Mateo County Board of Supervisors

Attachment A to MTC Resolution

San Mateo County
Transportation Assistance Program
For Low-Income Residents

*City/County Association of Governments
of San Mateo County
Grant Proposal*

Lifeline Transportation Program

Submitted By

*San Mateo County Human Services Agency
in partnership with the
San Mateo County CORE Services Agency Network*

April 26, 2006

Tom Madalena
C/CAG of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Madalena,

Please accept the enclosed Lifeline Transportation Program grant application, “San Mateo County Transportation Assistance Program for Low-Income Residents” for \$250,000 from the San Mateo County Human Services Agency (HSA) in partnership with the San Mateo County CORE Services Agency Network. Because almost all of the individuals and families served by our agencies are low-income, this is an ideal partnership for targeting transportation support to low-income residents of San Mateo County.

The Lifeline Transportation Program grant will enable us to improve the ability of low-income youth, families, and individuals to achieve self-sufficiency and stability as well as strengthen family support for at-risk youth in our communities.

Funds will be used to purchase monthly bus passes and provide emergency taxi vouchers to low-income families and individuals (including youth and seniors). Bus passes and vouchers will be distributed by caseworkers from HSA and the seven Core Service Agencies. Matching funds in the amount of \$117,680 will be provided by HSA, the CORE Services Agency Network, and SamTrans.

Contact Information

Linda Holman – Lifeline Transportation Grant – Liaison
San Mateo County Human Services Agency
Human Services Manager
2500 Middlefield Rd.
Redwood City, CA 94063
Phone: (650) 599-5985
Fax: (650) 839-0136

Additional contact information for partner agencies is included as a part of the application.

Sincerely,

Linda Holman

Lifeline Transportation Program Funding Application

A. Project Information

Project Sponsor

Name of the applicant(s) San Mateo County Human Services Agency
Contact person Linda Holman
Address 2500 Middlefield Rd.
 Redwood City, CA 94063
Telephone number (650) 599-5985
Fax number (650) 839-0136
E-mail address lholman@smchsa.org

Other Partner Agencies

| Agency | Contact Person | Address | Telephone |
|--------|----------------|---------|-----------|
|--------|----------------|---------|-----------|

See next page for full list

Brief Description of Project:

This project will provide bus tokens, bus passes and emergency taxi vouchers for low-income youth, families, and individuals participating in Self-Sufficiency and Family Strengthening activities such as: employment seeking; employment workshops; skill based training programs; emergency and health related needs; parenting skills workshops; anger management classes; family counseling; and other identified self-sufficiency or family strengthening activities.

Budget Summary

| | \$ | % of Total Project Budget |
|---------------------------------------|--------------|--------------------------------------|
| Amount of Lifeline funding requested: | \$250,000.00 | 68% |
| Amount of local match proposed: | \$117,680.00 | 32% |
| Total project budget: | \$367,680.00 | 100% |

Other Partner Agencies

| <u>NAME OF AGENCY</u> | <u>SERVICE AREA</u> |
|--|---|
| <p>DALY CITY COMMUNITY SERVICES CENTER Contact Person: Wanda Nalls 350 - 90th Street, 1st Floor Daly City, CA 94015 Telephone: (650) 991-8007 Fax: (650) 991-8227</p> | Colma, Daly City, and Broadmoor |
| <p>TIDES CENTER/PACIFICA RESOURCE CENTER Contact Person: Pat Paik 1809 Palmetto Avenue Pacifica, CA 94044 Telephone: (650) 738-7470 Fax: (650) 359-2053</p> | Pacifica |
| <p>NORTH PENINSULA NEIGHBORHOOD SERVICES CENTER Contact Person: Karla Molina 600 Linden Avenue South San Francisco, CA 94080 Telephone: (650) 583-3373 or (650)588-8822</p> | Brisbane, San Bruno, and South San Francisco |
| <p>COASTSIDE OPPORTUNITY CENTER Contact Person: Cheri Parr 99 Avenue Alhambra/P.O. Box 1089 El Granada, CA 94018 Telephone: (650)726-9071</p> | El Granada, Half Moon Bay, La Honda, Montara, Moss Beach, Pescadero, and San Gregorio |
| <p>SAMARITAN HOUSE Contact Person: Kitty Lopez 401 No. Humboldt Street San Mateo, CA 94401 Telephone: (650)347-3648</p> | Belmont, Burlingame, Foster City, Hillsborough, Millbrae, San Carlos, and San Mateo |
| <p>FAIR OAKS COMMUNITY CENTER Contact Person: Teri Chin 2600 Middlefield Road Redwood City, CA 94063 Telephone: (650)780-7500 Fax: (650)298-8184</p> | Atherton, North Fair Oaks, Portola Valley, Redwood City and Woodside |
| <p>EMERGENCY SERVICES PARTNERSHIP Contact Person: Gloria Flores-Garcia 1798-B Bay Road East Palo Alto, CA 94303 Telephone: (650) 330-7432 Fax: (650) 321-7785</p> | East Palo Alto and Menlo Park |

Project Needs/Goals and Objectives

The Metropolitan Transportation Commission's (MTC) 2030 equity analysis has identified five communities of concern (COC) within San Mateo County: North San Mateo; East Palo Alto; North Fair Oaks; South San Francisco and San Bruno. The minority populations represented in the Travel Analysis Zones (TAZ) are approximately 84% with 37.3% identified as low income.

In the San Mateo County Welfare to Work Transportation Planning Project completed in April 2001, 2,314 CalWORKs participants and Medi-Cal recipients responded to a mail survey and identified the following barriers to transportation needs: Cost; Lack of Information; Low Awareness and Receptivity to Formal Carpool and Vanpool Programs; and Lack of Assistance with Low-interest Car Loans, Car repairs and Drivers Licenses. In the same report the key findings for transit gaps included: Lack of Reliable Transportation Options for Children; Lack of Affordable Options for Emergency Transportation; Lack of Transportation Options for Residents of East Palo Alto; and Lack of Evening and Weekend Transportation Options in the Redwood City, San Mateo, and Coastside HSA Service Corridors.

Transportation is a barrier for moving out of poverty for the low-income populations we serve:

- The foster youth who is nearing 18, but unable to participate in the life-skill support programs offered by the County due to lack of transportation;
- The parent who is unable to participate in parenting workshops or counseling sessions aimed at helping him/her to better support their at-risk child due to lack of transportation;
- The job seeker who is unable to get to their interviews due to lack of transportation.
- The senior who was able to arrange for an urgent care appointment with his doctor, but doesn't have a way to get there.

Although each of our agencies has some resources to provide transportation assistance, all of these resources are extremely limited. Most agencies are able to provide bus tokens, but few are able to provide bus passes on a regular basis. HSA currently administers an emergency taxi voucher program used by both HSA and the Core Agencies. The grant for this program is scheduled to expire on June 30th 2006, but HSA is seeking an extension of that program for a maximum of one more year. If the emergency taxi voucher program is extended for one year, grant funds will be spent on the emergency taxi voucher portion of the program beginning in the second year.

Utilizing the MTC 2030 Equity Analysis, the San Mateo County Welfare to Work Transportation Planning Project findings, and based on the needs we have identified, the San Mateo County Transportation Assistance Program for Low-Income Residents aims to mitigate the transportation need in San Mateo County by providing additional transportation solutions and options to approximately 1,500 participants per year.

The Goals and Objectives are as follows:

Improve transportation options and access for low-income youth, families, and individuals striving to achieve or maintain self-sufficiency and strengthen at-risk families by:

1. Providing transportation assistance and options to youth, families, and individuals participating in self-sufficiency activities.
2. Providing transportation assistance and options to enhance participation in family strengthening activities for families and at risk youth.

This project will result in the increased well-being and productivity of the transportation project recipients, and assist with removing transportation barriers for low-income residents in the identified communities of concern in San Mateo County.

Implementation Plan

To deliver this service to low-income residents, the HSA will purchase bus passes at a discount from SamTrans and utilize its already established emergency taxi voucher system. Participating agencies will continue to purchase and provide bus tokens. Procedures for distribution, tracking, monitoring, and evaluation will be developed. The distribution of transportation resources will be prioritized to serve the low-income populations throughout San Mateo County and will build on the existing requirements of the HSA's current system of distributing transportation resources for Child Welfare and CalWORKs clients. Because HSA and the Core Agency Network have offices/agencies specifically serving the MTC's identified Communities of Concern, C/CAG can be assured that low-income residents in these communities will be accessing this program. HSA will provide fiscal administration and distribution of transportation resources on a monthly basis. The project should service approximately 1,500 low income San Mateo County residents each year, and will be launched within 60 days of the grant award.

To implement the proposed project the partnership has identified the need to utilize a percentage of staff time to participate in the transportation grant activities. The staff activities include; writing up procedures for transportation resource distribution, program reporting; transportation case management/community worker at distribution points; and fiscal oversight by HSA. These areas can be covered by a Human Services Manager that will provide program oversight and reporting; case managers/community workers at county wide distribution points; and identified fiscal staff with HSA.

The project proposal submitted for consideration is an innovative approach to the transportation need identified in San Mateo County as 8 Human Service providers will work together and provide an effective and efficient program to deliver transportation resources to low-income residents of our community in a comprehensive and integrated service delivery model. The transportation resources will be tied to activities that promote self-sufficiency and family strengthening which contributes to the health and well being of children and families in our community.

Project Budget/Sustainability

| Revenue | Year 1 | Year 2 | Year 3 | TOTAL | |
|---|---------------------|---------------------|---------------------|---------------------|--|
| Lifeline Program Funds | \$83,334.00 | \$83,333.00 | \$83,333.00 | \$250,000.00 | |
| County Human Services Agency (in-kind staff support and purchase of bus passes) | \$24,140.00 | \$17,832.00 | \$17,832.00 | \$59,804.00 | |
| Core Services Agency Network (in kind staff support and purchase of bus tokens) | \$17,292.00 | \$17,292.00 | \$17,292.00 | \$51,876.00 | |
| SamTrans (in-kind discount on bus passes) | \$2,000.00 | \$2,000.00 | \$2,000.00 | \$6,000.00 | |
| TOTAL REVENUE | \$126,766.00 | \$120,457.00 | \$120,457.00 | \$367,680.00 | |
| | | | | | |
| Expenditures | Year 1 | Year 2 | Year 3 | TOTAL | |
| Operating Expenses | \$107,626.00 | \$107,625.00 | \$107,625.00 | \$322,876.00 | |
| Capital Expense | | | | | |
| Administrative Expenses | \$19,140.00 | \$12,832.00 | \$12,832.00 | \$44,804.00 | |
| [Other Expense Category] | | | | | |
| [Other Expense Category] | | | | | |
| TOTAL EXPENSES | \$126,766.00 | \$120,457.00 | \$120,457.00 | \$367,680.00 | |

The Low-income Transportation Program partnership will continue to research and explore funding for future sustainability throughout the Lifeline Transportation Grant program period.

Coordination and Program Outreach

San Mateo County Human Services agencies have a long history of partnership and shared leadership practices. The Low-Income Transportation Program grant proposal includes 8 services providers in San Mateo County and is consistently inclusive in its efforts to provide comprehensive integrated services to the community.

To continue these efforts the program sponsor in partnership with the CORE Services Agencies will provide informational sessions to staff and other community agencies alerting them to the transportation resources and procedures for accessing services.

Additionally, SamTrans staff supported the initial development of this project, and we expect to work closely with SamTrans as we move towards implementation.

Program Effectiveness

To demonstrate program effectiveness the partnership will provide two reports annually to the C/CAG that reflect the number of transportation units issued, communities served, and what the transportation unit was used for: i.e., self-sufficiency goals or family strengthening activities.

In an effort to ensure the transportation resources are being utilized to achieve project goals, the Low-Income Transportation Partnership will meet on a quarterly basis to

review program effectiveness; discuss project challenges and create solutions; and to continue in the development of new and additional transportation funding resources.