



LANE TRANSIT DISTRICT BOARD OF DIRECTORS SPECIAL TRANSPORTATION FUND COMMITTEE

Friday, January 11, 2019

1:00 p.m.

NextStop Center 1099 Olive Street, Eugene (at the Eugene Station)

AGENDA

Table with 3 columns: TIME, ITEM, PAGE. Contains agenda items from 1:00 p.m. to 3:00 p.m., including Call to Order, Roll Call, Comments for the Chair, Agenda and Materials Review, Audience Participation, Meeting Minutes, Biennial Grant Interviews, Next Meeting, and Adjournment.



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: Lane Transit District

Agency Name (dba): LTD

Mailing Address (Street or PO Box, City, State, Zip): P.O. Box 7070, Springfield, OR 97475

Federal Tax ID#: 930-0586982

Agency Website: www.ltd.org

Contact Name and Title: John Ahlen, Accessible Services Specialist Email: john.ahlen@ltd.org

Telephone Number: 541-682-7491

Fax #: 541-682-5558

Type of Agency / Business:

Private Non-Profit 501(c)3

Private For-Profit Public Transportation Provider

Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

TAC Inc. dba Pacific Crest Bus Lines

Contact Name and Title: Tami Black

Email: tamiblack7@gmail.com

Telephone Number: 541.382.4193

Fax:

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: John Ahlen, Accessible Services Specialist

Signature:

Date:

Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

The Diamond Express serves as a direct link between the rural community of Oakridge and Eugene/Springfield. This provides opportunities for low income rural residents to access additional transit options near Eugene-Springfield, such as Amtrak and Greyhound. A forthcoming interline agreement with Amtrak streamlines service options further. This project supports the transit network by serving the two Key Transit Hubs in the Eugene-Springfield area. The area is a central hub for transit service and a focal point for interregional air, rail and bus service. In addition a Dial-A-Ride service transports older adults to a meal site on Highway 58.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities.
- Older adults and people with disabilities (designated service only for seniors and people with disabilities.
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify)

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): Oakridge

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

The Diamond Express operates between Oakridge and the Eugene three round trips daily, five days per week. The Diamond Express has three stops in Oakridge, one in Westfir, and four in Eugene including University of Oregon, University Medical Center, the Downtown Eugene Transit Center, and the Eugene Amtrak station. The round trip fare is \$5.00 and includes a one-day pass on any Lane Transit District route. Diamond Express service is specified explicitly in the Coordinated Plan on pg 23.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): Older adults unk People with disabilities unk

Fiscal Year 21 (2020 – 2021): Older adults unk People with disabilities unk

Describe how you arrived at these figures:

Specific ridership data isn't available, though the Community of Oakridge has a disproportionately larger population of older adults and people with disabilities relative to the rest of the state. The latest data from a CTAA report identifies Oakridge with 29.9% of their population age 65 or older, and 29.1% identifying with a disability, compared to 15.9% and 14.7% of all Oregonians respectively.

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service 12,000

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service 12,000

Describe how you arrived at these figures:

These figures are estimated based on current service level data as provided by our program provider.

If you used other units of service, please identify those units

Project Budget – Part 4

Project Title and Agency: Diamond Express service

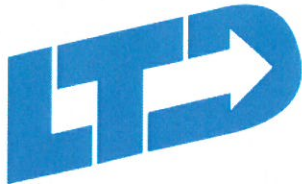
PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year's budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

	Current Year	Grant Year 1	Grant Year 2	
EXPENSE (By Line Item)	Revised	Budget	Budget	TOTAL
Description	Fy19	FY20	FY21	FY20 & 21
Diamond Express Operations	186,438	186,438	186,438	372,876

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Dial A Ride Service	16,500	16,500	16,500	33,000
TOTAL PROJECT COST	202,938	202,938	202,938	405876

Resources	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Grant Request	74,500	76,853	76,853	153,706
Other resource: 5311(f) funds	84,091	94,085	94,085	188,170
Other resource: Farebox Revenue	32,347	20,000	20,000	40,000
LTD match request				
Local agency match resource: City of Oakridge	12,000	12,000	12,000	24,000
TOTAL PROJECT RESOURCES	202,938	202,938	202,938	405,876

Please list any additional considerations for the Grant Review Committee:



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: Pearl Buck Center, Inc.

Agency Name (dba):

Mailing Address (Street or PO Box, City, State, Zip): 3690 W. 1st Ave., Eugene, OR 97402

Federal Tax ID#: 93-0584827

Agency Website: pearl buckcenter.com

Contact Name and Title: Margaret Theisen, Exec. Dir. Email: margaret.theisen@pearlbuckcenter.com

Telephone Number: (541) 484-4666

Fax #: (541) 484-0886

Type of Agency / Business:

- Private Non-Profit 501(c)3
 Private For-Profit Public Transportation Provider
 Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)
MTM, Inc.

Contact Name and Title: Resha Oylear, Program Director Email: Resha.Oylear@ltd.org

Telephone Number: (541) 682-6451

Fax: (541) 345-2769

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: Margaret Theisen, Executive Director

Handwritten signature of Margaret Theisen in cursive script.

Signature:

Date:

1/3/2019

PROJECT TYPE – PART 2

Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
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Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency's mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: Pearl Buck Center offers people with various abilities, and their families, quality choices and supports to achieve their goals. We provide comprehensive employment services, supported living services, and a day program of life enhancing activities to adults with intellectual and developmental disabilities; post-secondary vocational academy for struggling learners; and a preschool and family supports program for families led by parents with cognitive disabilities.

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

Pearl Buck Preschool and Family Supports Program provides therapeutic preschool, specialized parenting education, and in-home supports to families led by parents with cognitive disabilities. The parents typically attended special education, and describe themselves as "slow learners." People with cognitive disabilities (intellectual and developmental disabilities, brain injury, mental illness) have difficulty with such tasks as planning, organizing, integrating memory, and regulating emotion. They are uniquely challenged to perform the tasks of daily life, and to nurture their child's development unassisted. Their families typically are disadvantaged in social determinants of health (economic stability; neighborhood and physical environment; education; food; community and social context; and health care). They face the obstacles of many marginalized populations, including poverty, social isolation, homelessness, and abuse. Without adequate early learning experiences and care, their children are at risk for environmentally-acquired disabilities, and abuse/neglect.

A community needs assessment in the 1970s by United Way of Lane County and the University of Oregon recognized the lack of services designed for these families, and the effects on their children. The preschool program that Pearl Buck Center created in 1976, to assist and empower these families by using methods corresponding to their specific challenges, remains unduplicated in Oregon. The program consists of 1) therapeutic preschool to promote at-risk children's development and kindergarten readiness; 2) parenting education and support adapted for parents with cognitive disabilities; 3) case management/outreach assisting families to meet basic needs and maintain a safe, stable home; and 4) parent self-care and respite. As virtually all the families live in poverty, we facilitate access to the program by charging no fees to participants.

Preschool classes run year-round, Monday through Thursday, 9:00 a.m. to 12:30 p.m. Children are grouped by age into Toddler, Preschool, and Pre-Kindergarten classes. They experience a specialized curriculum in a nurturing educational environment using Positive Behavioral Interventions and Supports. They develop language/literacy and social/emotional skills needed for kindergarten readiness, and build positive relationships with their peers and caring adults. The school day includes two nutritious meals, and access to specialized assistance such as speech therapy. While the children are in school, we provide the adults with parenting education and family supports through home visits.

The children cannot benefit if they cannot get to school, and transportation is complicated for the families; e.g., parents do not drive, have no vehicle, no gas money, or have conflicting responsibilities. Children's age, parents' limitations, scheduling, and distance make fixed route buses impractical. To overcome barriers to the children's consistent attendance, we partner with Ride Right to safely and dependably bus them to and from our program. Sixty-one percent of our families do not have a vehicle, and 82% of those responding to a survey reported their child could not attend preschool without the door-to-door transportation provided by the Ride Right service. With transportation, we consistently exceed the 85% "gold standard" of preschool attendance. Transportation funding is critical to the program's existence and effectiveness.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities).
- Older adults and people with disabilities (designated service only for seniors and people with disabilities).
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: adults with cognitive disabilities and their at-risk, preschool-age children

Other: (specify) _____

What geographic area within Lane County is covered by the proposed project?

Lane County (county-wide project)

Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map

Rural (outside of metro area, please specify): _____

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

Pearl Buck Center's collaboration with LTD and the Ride Right service is part of the long-standing coordination between public transportation and human service agencies in Lane County, noted on page 17 of the 2013 Update (Final) of the Lane Coordinated Plan, Section 4: Coordinated Practices and Projects. As established in the 2009 Coordinated Plan, and revised on page 18 of the 2013 Update, this project would maintain a sustainable service level of viable operations as described under the First Priority.

Pearl Buck Center contracts with Ride Right to transport our students to and from Pearl Buck Preschool. Ride Right is a central partner with Pearl Buck Center in providing at-risk children whose parents have cognitive disabilities with safe, dependable, door-to-door transportation to a specialized preschool program. Without this transportation, families with special needs who have unique challenges and limited resources could not access the program consistently enough for it to achieve meaningful effects for them, and ultimately for our community.

This partnership effectively addresses unmet transportation needs described on page 18 of the 2013 Update under Linking Needs and Priorities with Practices and Projects. In particular, it corresponds to the categories of 1) un-served/underserved areas (service not available where it is needed); 2) lack of availability (service not available when it is needed); and 3) unconventional services (people need services different than traditional fixed route and paratransit). No fixed-route bus service corresponds to the preschool's class schedule, and traditional service or paratransit would not be practical or efficient. Preschoolers need to be accompanied by an adult, which is not routinely possible for parents who may be working, or caring for other family members. Many families live at a distance from the Preschool that requires a lengthy bus ride and/or at least one transfer, and it is recommended that preschool-age children not spend more than one hour on the bus. Strategies this project incorporates to meet these needs encompass cost-sharing agreements; ride sharing; one-call center with a variety of transportation services; and interagency partnerships (page 22).

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): Older adults

People with disabilities 40-45

Fiscal Year 21 (2020 – 2021): Older adults

People with disabilities 40-45

Describe how you arrived at these figures: The numbers are estimated based on previous years' experience. Due to financial capacity, and the need for individualized attention and intensive support for students and families, Preschool enrollment is limited to 30 children at a time (ten children in each of three classes of two, three, and four-year-olds). Annual numbers of parents and siblings in the program vary, as are the number who have disabilities. The families can be one or two-parent

households, and one or both parents have cognitive disabilities. The children can have developmental delays, or be typically developing. In the 2017-2018 school year, our wraparound program of therapeutic preschool, specialized parenting education, and case management/outreach served 328 adults and children, with 105 directly benefiting from preschool transportation.

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service 10,376

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service 10,376

Describe how you arrived at these figures: Ride Right estimated the number of rides based on the previous year's experience.

If you used other units of service, please identify those units

Project Budget – Part 4

Project Title and Agency: Preschool & Family Supports Program Transportation – Pearl Buck Center

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year's budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

MTM (Ride Right) Expense Detail

Expense by (Line item):	Current Year	Grant Year #1	Grant Year #2	Total FY20 & FY21
	Revised FY19	Budget FY20	Budget FY21	
Salaries & Wages	91,343	96,384,	101,702	198,086
Vehicle Expense	12,513	16,219	21,023	37,242
Insurance Expense	14,715	14,715	14,715	29,429
Other Expenses	2,321	3,134	4,230	7,364
Administration	11,536	11,536	11,536	23,072
Total Transportation Cost	132,428	141,987	153,206	295,193

Pearl Buck Center, Inc. Detail

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised FY19	Budget FY20	Budget FY21	
Salaries & Wages	120,310	122,716	125,171	247,887
Taxes & Fringe Benefits	41,780	42,616	43,468	86,084
Classroom Supplies	1,500	1,530	1,561	3,091
General Supplies	2,083	2,124	2,167	4,291
Insurance	1,567	1,598	1,630	3,228
Food, Milk & Other	9,368	9,555	9,746	19,302
Playground Equipment & Toys	500	510	520	1,030
Telephone	1,523	1,553	1,585	3,138
PBC portion of Transportation	66,363	35,497	38,302	73,799
Facilities	35,652	36,365	37,092	73,457
Administration	79,341	80,928	82,546	163,474
TOTAL PROJECT COST	359,986	334,492	343,788	678,781

Resources	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Grant Request	86,850	106,490	114,905	221,395
Other resource: see Project Budget	0	193,005	190,582	383,587
Other resource:	0	0	0	0
LTD match request	0	0	0	0
Local agency match resource: Pearl Buck Center	67,000	35,497	38,302	73,798
TOTAL PROJECT RESOURCES	153,850	334,992	343,788	678,781

SUMMARY	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Grant funding request (89.73% of funding request)	86,850	106,490	114,905	221,395

Required match Amount (43.92% of funding for operations requests, 10.27% of funding for other requests)	67,000	35,497	38,302	73,798
Additional Local Funds Contributing to the Project (local money in addition to any match contributions)	0	193,005	190,582	383,587
Total Project Cost	153,850	334,992	343,788	678,781

Please list any additional considerations for the Grant Review Committee:

The families in the Pearl Buck Preschool and Family Supports program almost always live with very low incomes. We maintain the program's accessibility by providing it at no cost to the families. As the Preschool meets an identified community need and is unduplicated in Oregon, our Board approves it as a deficit program. There is some offset; e.g., in FY19, Pearl Buck Center is budgeted to receive \$15,612 from the USDA, \$45,619 from ECCares, and \$25,000 from United Way. Those three revenue sources offset \$86,231.18 of the \$359,986 expense budget, leaving a (\$273,755) net deficit. That deficit must be covered through grants and contributions (minus the fundraising expense), and the balance must come from Pearl Buck Center agency reserves.

Transportation is a major expense, and the program relies on keeping that cost as low as possible. When our portion of the match doubled between FY11 and FY19 (\$32,629 to \$66,363) our net deficits naturally increased. We are extremely grateful for the significant help provided by the LTD grant, and could not offer transportation without it. If there is more grant money available to lower our costs, it would have even greater impact.

Checklist of attachments:

- 2018 Federal Certifications and Assurances
- Fiscal Year 18 (2017-2018) Reconciled Agency Revenue and Expense Budget
- Fiscal Year 19 (2018-2019) Approved Agency Budget

Thank you!

Insert Budget Pages

Appendix C: Federal Certifications and Assurances

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT
 ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Pearl Buck Center, Inc.

The Applicant agrees to comply with applicable provisions of Categories 01 – 23. **X**
OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Category	Description	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Private Sector Protections.	_____
04.	Rolling Stock Reviews and Bus Testing.	_____
05.	Demand Responsive Service.	_____
06.	Intelligent Transportation Systems.	_____
07.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
08.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
09.	Alcohol and Controlled Substances Testing.	_____
10.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
11.	State of Good Repair Program.	_____
12.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
13.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
14.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
15.	Rural Areas and Appalachian Development Programs.	_____
16.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
17.	State Safety Oversight Grant Program.	_____
18.	Public Transportation Emergency Relief Program.	_____
19.	Expedited Project Delivery Pilot Program.	_____
20.	Infrastructure Finance Programs.	_____
21.	Construction Hiring Preferences.	_____

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

(Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award)

AFFIRMATION OF APPLICANT

Name of the Applicant: Pearl Buck Center, Inc.

Name and Relationship of the Authorized Representative: Margaret Theisen, Executive Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature

Date:

 12/31/2018

Name Margaret Theisen

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Pearl Buck Center, Inc.

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.


Signature

Date:

12/27/2018

Name Erin A. Fennerty

Attorney for Applicant



Each Applicant for federal assistance to be awarded by FTA and each FTA Recipient with an active Capital or Formula Project or Award must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within FTA's electronic award and management system, provided the Applicant has on file and uploaded to FTA's electronic award and management system this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Pearl Buck Center - Income Statement
 FY18 Actual vs Budget
 (July 1, 2017-June 30, 2018)

	Annual			
	BUDGET	ACTUAL	variance	%
Production Revenue				
Production Sales Revenue	802,088	629,565	(172,523)	-21.5%
TOTAL PRODUCTION REVENUE	802,088	629,565	(172,523)	-21.5%
Government Funding				
Government Funding	4,319,614	4,459,180	139,566	3.2%
TOTAL GOVERNMENT FUNDING	4,319,614	4,459,180	139,566	3.2%
Other Revenue Sources				
Contributions - Operations	271,700	201,149	(70,551)	-26.0%
Grants - Operations	245,000	93,676	(151,324)	-61.8%
United Way	25,000	24,996	(4)	0.0%
Center Pointe Financial Services	91,000	84,231	(6,769)	-7.4%
Fees for Service	16,158	25,326	9,168	56.7%
Misc Income	16,859	26,834	9,975	59.2%
Sales Revenue - From the Kitchen	32,000	27,211	(4,789)	-15.0%
TOTAL OTHER REVENUE SOURCES	697,717	483,422	(214,294)	-30.7%
TOTAL REVENUE	5,819,419	5,572,168	(247,251)	-4.2%
Cost of Goods Sold				
Cost of Goods Sold - Production	339,229	333,241	(5,988)	-1.8%
Cost of Goods Sold - From the Kitchen	16,447	14,502	(1,946)	-11.8%
Total Cost of Goods Sold	355,676	347,742	(7,934)	-2.2%
Gross Profit	5,463,743	5,224,426	(239,317)	-4.4%
<i>PRODUCTION GROSS PROFIT MARGIN</i>	57.7%	47.1%	-10.6%	-18.4%
OPERATING EXPENSES				
Payroll Related				
Wages - Staff	3,393,500	3,378,019	(15,481)	-0.5%
Wages - Client	309,636	269,374	(40,263)	-13.0%
Payroll Taxes	327,473	318,045	(9,428)	-2.9%
Workers Compensation	54,081	62,175	8,094	15.0%
Employee Health Benefits	527,999	502,905	(25,094)	-4.8%
401k Expense	49,791	42,978	(6,813)	-13.7%
Inventoried Labor	(318,554)	(308,070)	10,484	-3.3%
TOTAL PAYROLL RELATED EXPENSES	4,343,926	4,265,425	(78,501)	-1.8%
<i>Payroll Expenses % to Revenue</i>	74.6%	76.5%	1.9%	2.5%
Operating Expenses				
Inventory Variance	-	1,369	1,369	
Supplies - General	50,511	67,411	16,900	33.5%
Children's Trust Fund Grant Expense	383	83	(300)	-78.2%
DHS Contract Expense	2,127	2,697	570	26.8%
PBIS Expense	300	27	(273)	-91.0%
Project Search Expense	26,000	33,757	7,757	29.8%
Supplies - Toddlers	500	317	(183)	-36.5%
Supplies - Academy	-	313	313	
Supplies - Classroom	1,500	836	(664)	-44.3%
Supplies - Educational	3,500	-	(3,500)	-100.0%

Pearl Buck Center - Income Statement
 FY18 Actual vs Budget
 (July 1, 2017-June 30, 2018)

	Annual			
	BUDGET	ACTUAL	variance	%
Supplies - Preschoolers	500	464	(36)	-7.3%
Supplies - Pre-K	500	560	60	12.0%
Supplies - Parent Mentoring	100	-	(100)	-100.0%
Restricted Donations Purchases	-	788	788	
Transportation	66,707	78,071	11,364	17.0%
Small Tools/Equipment	7,276	6,623	(653)	-9.0%
Equipment Rental	1,553	1,960	407	26.2%
Vehicle Expense	8,066	13,014	4,948	61.3%
Freight	5,711	6,614	903	15.8%
Client Support Expense	9,322	13,782	4,460	47.8%
Client Supervision	-	27	27	
Client Employment Training	1,454	3,086	1,632	112.3%
Production Overhead	23,582	18,796	(4,786)	-20.3%
Postage Meter Errors	-	8	8	
Utilities	70,000	67,557	(2,443)	-3.5%
Insurance - Liability	13,804	11,956	(1,848)	-13.4%
Insurance - Vehicles	14,790	12,812	(1,978)	-13.4%
Insurance - Other	22,141	19,185	(2,956)	-13.4%
Maintenance/Repairs - Supplies	679	1,853	1,174	172.9%
Maintenance/Repairs - Vehicles	3,500	6,583	3,083	88.1%
Maintenance/Repairs Facilities	10,000	16,139	6,139	61.4%
Maintenance/Repairs - Equipment	8,064	9,451	1,387	17.2%
Maintenance/Repairs - Janitorial	47,805	60,016	12,211	25.5%
Supplies - Food	8,286	7,447	(839)	-10.1%
Supplies - Milk	964	724	(240)	-24.9%
Depreciation Expense	222,285	221,623	(662)	-0.3%
Employee Recruitment	231	2,912	2,681	1160.8%
Employee Training	24,661	27,392	2,730	11.1%
Dues & Fees	40,257	33,352	(6,905)	-17.2%
EFSP Grant Expense	2,000	13	(1,987)	-99.4%
ISRS Program Purchases	5,564	3,133	(2,431)	-43.7%
First Aid/Medical	-	3,167	3,167	
Fund Raising Expense	22,500	19,732	(2,768)	-12.3%
Lease Expense	105,526	120,171	14,645	13.9%
Meeting Expense	8,566	9,721	1,155	13.5%
Mileage Reimbursement	77,283	76,542	(741)	-1.0%
Travel & Lodging	12,600	5,361	(7,239)	-57.5%
Office Equipment	9,275	6,398	(2,877)	-31.0%
Family Events	1,500	1,086	(414)	-27.6%
Postage Expense	3,324	3,608	284	8.5%
Printing Expense	15,847	13,169	(2,678)	-16.9%
Professional Services	37,500	33,005	(4,495)	-12.0%
Software Support Agreements	34,212	42,695	8,483	24.8%
Assistive Technology	22,600	-	(22,600)	-100.0%
Recognition	18,604	13,271	(5,333)	-28.7%
Security Expense	450	1,045	595	132.2%
Subscriptions	6,320	3,095	(3,225)	-51.0%
Supplies - Janitorial	17,044	12,865	(4,179)	-24.5%
Supplies - Computer	10,817	20,572	9,756	90.2%

Pearl Buck Center - Income Statement
 FY18 Actual vs Budget
 (July 1, 2017-June 30, 2018)

	Annual			
	BUDGET	ACTUAL	variance	%
Telephone Expense	64,550	60,067	(4,484)	-6.9%
Advertising	55	447	392	712.5%
Merchant Card Fees	4,181	7,960	3,779	90.4%
Late Fees & Penalties	-	940	940	
Bank Fees	5,200	4,392	(808)	-15.5%
Interest Expense	-	153	153	
Marketing Expense	17,987	9,685	(8,302)	-46.2%
Meals & Entertainment	4,406	2,872	(1,534)	-34.8%
Miscellaneous Expense	-	1,333	1,333	
HSC Expense	1,500	2,933	1,433	95.5%
Bad Debt Expense	-	-	-	#DIV/0!
TOTAL OPERATING EXPENSES	1,218,720	1,229,071	10,351	0.8%
	20.9%	22.1%	1.1%	5.3%
TOTAL EXPENSES	5,562,646	5,494,496	(68,150)	-1.2%
SURPLUS OR (LOSS) BEFORE OTHER EXPENSES	(98,903)	(270,070)	(171,167)	173.1%
Interest Income	-	3,049	3,049	
Dividend Income (Portfolio)	-	7,664	7,664	
Interest Expense	-	36	36	
Unrealized Gain/Loss on Investments	-	24,730	24,730	
Realized Gain/Loss on Investments	-	-	-	
Portfolio Fund Expense	6,250	8,043	1,793	28.7%
Gain/Loss on Sale of Assets	-	-	-	
SURPLUS/(DEFICIT)	(92,653)	(226,548)	(133,895)	144.5%

Pearl Buck Center, Inc. - Income Statement
 FY2019 Budget
 (July 1, 2018-June 30, 2019)

	FY19b
	BUDGET
Production Revenue	
Production Revenue	624,092
TOTAL PRODUCTION REVENUE	624,092
Government Funding	
TOTAL GOVERNMENT FUNDING	4,604,776
Other Revenue Sources	
Contributions - Operations	219,300
Grants - Operations	216,000
Transformation Grant	100,000
United Way	25,000
Center Pointe Financial Services	98,570
Fees for Service	19,930
Misc Income	14,735
Sales Revenue - From the Kitchen	28,622
TOTAL OTHER REVENUE SOURCES	722,157
TOTAL REVENUE	5,951,026
Cost of Goods Sold	
Cost of Goods Sold - Production	300,372
Cost of Goods Sold - From the Kitchen	16,447
Total Cost of Goods Sold	316,819
<i>PRODUCTION GROSS PROFIT MARGIN</i>	51.9%
OPERATING EXPENSES	
Payroll Related	
Wages - Staff	3,649,909
Wages - Client	246,780
Payroll Taxes	352,216
Workers Compensation	52,197
Employee Health Benefits	550,468
401k Expense	62,130
Inventoried Labor	(238,293)
TOTAL PAYROLL RELATED EXPENSES	4,675,407
Operating Expenses	
Inventory Variance	-
Supplies - General	64,750
DHS Contract Expense	2,200
PBIS Expense	100
Project Search Expense	39,488
Supplies - Toddlers	500
Supplies - Classroom	25,640
Supplies - Preschoolers	500
Supplies - Pre-K	500
Supplies - Parent Mentoring	500
Transportation	79,724
Small Tools/Equipment	5,412
Equipment Rental	1,593
Vehicle Expense	14,957
Freight	5,999
Client Support Expense	11,820

	FY19b
	BUDGET
Client Employment Training	6,365
Production Overhead	5,487
Postage Meter Errors	(38)
Utilities	68,572
Insurance - Liability	13,804
Insurance - Vehicles	14,790
Insurance - Other	24,409
Maintenance/Repairs - Supplies	1,796
Maintenance/Repairs - Vehicles	4,855
Maintenance/Repairs Facilities	18,663
Maintenance/Repairs - Equipment	9,755
Maintenance/Repairs - Janitorial	58,791
Supplies - Food	7,223
Supplies - Milk	772
Depreciation Expense	216,118
Employee Recruitment	1,533
Employee Training	13,805
Dues & Fees	29,423
EFSP Grant Expense	2,000
ISRS Program Purchases	5,564
First Aid/Medical	2,940
Fund Raising Expense	25,169
Lease Expense	151,315
Meeting Expense	6,060
Mileage Reimbursement	80,252
Travel & Lodging	7,486
Office Equipment	1,809
Family Events	1,750
Play Equipment & Toys	500
Postage Expense	5,184
Printing Expense	11,940
Professional Services	25,944
Software Support Agreements	31,308
Recognition	9,463
Security Expense	675
Subscriptions	3,159
Supplies - Janitorial	11,760
Telephone Expense	62,530
Advertising	476
Merchant Card Fees	5,054
Late Fees & Penalties	-
Bank Fees	3,824
Marketing Expense	12,078
Meals & Entertainment	5,815
HSC Expense	3,000
TOTAL OPERATING EXPENSES	1,226,858
TOTAL EXPENSES	5,902,264
TOTAL EXPENSE BUDGET (including COGS)	6,219,084
SURPLUS/(DEFICIT)	(268,058)



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: Lane Transit District

Agency Name (dba): LTD

Mailing Address (Street or PO Box, City, State, Zip): P.O. Box 7070, Springfield, OR 97475

Federal Tax ID#: 930-0586982

Agency Website: www.ltd.org

Contact Name and Title: John Ahlen, Accessible Services Specialist Email: john.ahlen@ltd.org

Telephone Number: 541-682-7491

Fax #: 541-682-5558

- Type of Agency / Business:
- Private Non-Profit 501(c)3
 - Private For-Profit Public Transportation Provider
 - Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

Contact Name and Title: Email:

Telephone Number: Fax:

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: John Ahlen, Accessible Services Specialist

Signature:

Date:



Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

LTD buys and then leases accessible vehicles to non-profit and for-profit businesses and local government agencies that serve older adults or people with disabilities and operate in Lane County. Preventive maintenance is essential to the ongoing well-being of the fleet.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities.
- Older adults and people with disabilities (designated service only for seniors and people with disabilities.
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify)

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): Florence

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

Vehicle preventive maintenance is an essential service necessary across programs, and is identified on pg. 19 of the coordinated plan.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): Older adults N/A People with disabilities N/A

Fiscal Year 21 (2020 – 2021): Older adults N/A People with disabilities N/A

Describe how you arrived at these figures:

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service N/A

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service N/A

Describe how you arrived at these figures:

If you used other units of service, please identify those units

Project Budget – Part 4

Project Title and Agency: ADA and Rural Fleet Preventive Maintenance

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year’s budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Vehicle Preventive Maintenance	343,200	358,800	374,400	733,200
TOTAL PROJECT COST	343,200	358,800	374,400	733,200

Resources	Current Year	Grant Year 1	Grant Year 2
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	Revised Fy19	Budget FY20	Budget FY21	TOTAL FY20 & 21
Grant Request	343,200	358,800	374,400	733,200
Other resource:				
Other resource:				
LTD match request				
Local agency match resource:				
TOTAL PROJECT RESOURCES	343,200	358,800	374,400	733,200

Please list any additional considerations for the Grant Review Committee:



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: Lane Transit District

Agency Name (dba): LTD

Mailing Address (Street or PO Box, City, State, Zip): P.O. Box 7070, Springfield, OR 97475

Federal Tax ID#: 930-0586982

Agency Website: www.ltd.org

Contact Name and Title: John Ahlen, Accessible Services Specialist Email: john.ahlen@ltd.org

Telephone Number: 541-682-7491

Fax #: 541-682-5558

Type of Agency / Business: Private Non-Profit 501(c)3
 Private For-Profit Public Transportation Provider
 Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)
Kuhn Investments Inc. dba River Cities Taxi

Contact Name and Title: Josh Haring Email: rctaxi@yahoo.com

Telephone Number: 541.902.7606

Fax: 541.902.7592

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: John Ahlen, Accessible Services Specialist

Signature:

Date:

Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

The Rhody Express is a fixed route service that operates within the city limits of Florence, Oregon, with the exception of a stop at the local Tribal Casino, which is approximately four miles outside of the city limits.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities.
- Older adults and people with disabilities (designated service only for seniors and people with disabilities.
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify)

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): Florence

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

The route is designed to pass by numerous low-income apartment complexes and older adult living centers and 55+ communities. It also serves major medical and shopping complexes. With the addition of the Tribal Casino stop, tribal members also are served. Rhody Express service is specified explicitly in the Coordinated Plan on pg 23.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): Older adults 5000 People with disabilities 600

Fiscal Year 21 (2020 – 2021): Older adults 5000 People with disabilities 600

Describe how you arrived at these figures:

These figures are estimated based on current service level data as provided by our program provider.

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service 9000

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service 9000

Describe how you arrived at these figures:

These figures are estimated based on current service level data as provided by our program provider.

If you used other units of service, please identify those units

Project Budget – Part 4

Project Title and Agency: Rhody Express service

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year’s budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Rhody Express Operations	174,098	175,506	175,506	351,012

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
TOTAL PROJECT COST	174,098	175,506	175,506	351,012

Resources	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Grant Request	61,270	50,975	50,975	101,950
Other resource: 5311 funds	76,328	88,031	88,031	176,062
Other resource: Farebox Revenue	6,500	6,500	6,500	6,500
LTD match request				
Local agency match resource: City of Florence	30,000	30,000	30,000	60,000
TOTAL PROJECT RESOURCES	174,098	175,506	175,506	351,012

Please list any additional considerations for the Grant Review Committee:



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: Lane Transit District

Agency Name (dba): LTD

Mailing Address (Street or PO Box, City, State, Zip): P.O. Box 7070, Springfield, OR 97475

Federal Tax ID#: 930-0586982

Agency Website: www.ltd.org

Contact Name and Title: John Ahlen, Accessible Services Specialist Email: john.ahlen@ltd.org

Telephone Number: 541-682-7491

Fax #: 541-682-5558

- Type of Agency / Business:
- Private Non-Profit 501(c)3
 - Private For-Profit Public Transportation Provider
 - Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

Contact Name and Title: Email:

Telephone Number: Fax:

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: John Ahlen, Accessible Services Specialist

Signature:

Date:



Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

LTD buys and then leases accessible vehicles to non-profit and for-profit businesses and local government agencies that serve older adults or people with disabilities and operate in Lane County. As vehicles meet their expected useful service life, they must be periodically replaced with new vehicles.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities.
- Older adults and people with disabilities (designated service only for seniors and people with disabilities.
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify)

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): Florence

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

Vehicle replacement is an essential service necessary across programs, and is identified on pg. 19 of the coordinated plan.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): Older adults N/A People with disabilities N/A

Fiscal Year 21 (2020 – 2021): Older adults N/A People with disabilities N/A

Describe how you arrived at these figures:

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service N/A

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service N/A

Describe how you arrived at these figures:

If you used other units of service, please identify those units

Project Budget – Part 4

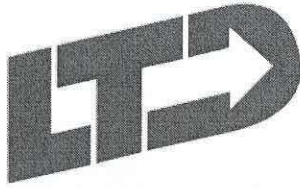
Project Title and Agency: ADA and Rural Fleet Vehicle Replacements

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year’s budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

EXPENSE (By Line Item) Description	Current Year Revised Fy19	Grant Year 1 Budget FY20	Grant Year 2 Budget FY21	TOTAL FY20 & 21
Vehicle Preventive Maintenance	0	878,053	0	878,053
TOTAL PROJECT COST	0	878,053	0	878,053

Resources	Current Year Revised Fy19	Grant Year 1 Budget FY20	Grant Year 2 Budget FY21	TOTAL FY20 & 21
Grant Request	0	143,342	0	143,342
Other resource: FTA 5310 Direct Disbursement		731,711		731,711
Other resource:				
LTD match request				
Local agency match resource:				
TOTAL PROJECT RESOURCES	0	878,053	0	878,053

Please list any additional considerations for the Grant Review Committee:



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: White Bird Clinic

Agency Name (dba): White Bird Clinic

Mailing Address (Street or PO Box, City, State, Zip): 341 East 12th Avenue Eugene, OR 97401

Federal Tax ID#: 93-05858-14

Agency Website: www.whitebirdclinic.org

Contact Name and Title: Miles Mabray, Executive Coordinator

Email: miles@whitebirdclinic.org

Telephone Number: 541-342-8255

Fax #: 541-342-7987

Type of Agency / Business: Private Non-Profit 501(c)3
 Private For-Profit Public Transportation Provider
 Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

Contact Name and Title: Email:

Telephone Number: Fax:

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: Miles Mabray, Executive Coordinator

Lane Transit District
Discretionary Grant Program – December 2018

Signature:

Date: 01/04/2019

PROJECT TYPE – PART 2

Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Lane Transit District
Discretionary Grant Program – December 2018

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

White Bird Clinic (WBC) has been committed to serving the mental health needs of Eugene and Springfield for almost 50 years. For three decades, WBC has benefited our community’s most underserved populations by providing basic transportation for clients experiencing Severe and Persistent Mental Illness (SPMI). These clients have critically limited transportation options since their mental health symptoms prohibit the use of public buses. We meet the needs of each person at the time of their greatest vulnerability, and we meet community needs by preventing crisis situations on public transportation.

Mental health transportation is used when getting to appointments (for those not covered by RideSource), picking up medications, and meeting basic needs. Some requests are for transportation to another location via Greyhound in order to reach drug and alcohol treatment or permanent housing. This option is used when local services aren’t viable, and a Crisis Counselor confirms connection to services at the destination.

White Bird provided 3,808 taxi rides in FY2018, allowing up to three one-way taxi rides per month for people experiencing symptoms of SPMI. The program enrolled 269 clients during this period after confirming their inability to ride the bus due to mental health symptoms. A one-time annual taxi ride was permitted for clients certified as experiencing an emergency in which transportation assistance proved helpful. The program currently averages 300 taxi rides monthly, totaling about 3,600 rides annually. In addition, White Bird provided 41 one-way Greyhound bus trips for screened and certified clients going to mental health or alcohol and drug treatment facilities.

Crisis Counselors are available 24 hours a day to call taxis, certify callers for a one-time emergency trip, or field requests for long distance transportation to treatment. Need for a ride is determined based on either client-initiated contact by phone, walk-in, or by a demonstration of behaviors that lead us to offer crisis services. Upon determination of need, the Crisis Counselor assists clients in exploring possible self-care and coping skills and forming a plan. If the client’s needs include reaching another service, the crisis counselor makes that assessment and provides options for transport. The crisis counselor documents the date, time in, time out, nature of the encounter, presenting problem, relevant history, and an assessment of disposition prior to the delivery of services. Staff can complete a Transit Mobility Assessment in person or callers can schedule an in-home assessment. Reports are presented at the weekly Crisis Staff Meetings to identify or verify trends among our clients. The collection of fiscal data adheres to White Bird’s

Lane Transit District
Discretionary Grant Program – December 2018

automated financial system, which is overseen by our Administrative and Fiscal staff and ratified annually by a formal audit. Monies are never handled directly by program staff.

White Bird Clinic offers a unique, trusted service proven to be vital for many in our community. The lack of transportation access is a huge barrier, preventing many from accessing medical care or meeting basic needs. Consistent with the Lane Coordinated Plan, our program strives to meet challenges of inadequate transportation among our clients.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities).
- Older adults and people with disabilities (designated service only for seniors and people with disabilities).
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify) _____

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): _____

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

Consistent with the 2017 updated Lane County Coordinated Plan, the White Bird Clinic Crisis Program will continue to respond to the special needs and circumstances associated with persons experiencing mental health issues and need for transportation assistance (page 20). A survey included in the 2017 Plan found that over 30% of riders surveyed stated a disability that prevented them from taking a bus. While this number does not list the type of disability, it is safe to conclude that a percentage of these people are referring to a mental or emotional challenge. To address this concern, the WB Crisis Team will continue to initiate strategies to improve existing inter-agency partnerships and collaborations with others assisting this population. These partnerships efficiently serve clients in need and assist in the management of transportation costs.

Lane Transit District
Discretionary Grant Program – December 2018

White Bird Clinic's Special Transportation Services (STS) also addresses the concern of health care by providing rides for clients to both health care and social services care appointments in which they might otherwise miss. The program also assists those with emotional and/or mental disabilities by providing rides for shopping and personal recreation. This gives clients the independence to meet their basic needs. By adding White Bird resources and services to the provision of transportation, we can affordably plan and coordinate services on behalf of our clients and their social service providers. This program allows for better coordinated care for clients.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020):	Older adults	People with disabilities	410
Fiscal Year 21 (2020 – 2021):	Older adults	People with disabilities	410

Describe how you arrived at these figures:

For the 2019-2020 and 2020-2021 grant cycle, White Bird Clinic will provide approximately 300 rides per month for a total of 3,600 rides per year. This will cover up to 3 one-way taxi rides per month for individuals whose SPMI symptoms qualify them for the program. Additionally, White Bird will offer 60 one-way Greyhound bus trips for screened and certified clients going to a mental health or alcohol and drug treatment program when local services are not viable. Based on experience, we project 3,600 rides costing \$20 on average. We then add the 60 long distance rides projected in the budget of averaging \$100.

Lane Transit District
 Discretionary Grant Program – December 2018

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service 3,660

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service 3,660

Describe how you arrived at these figures: The average cost per one-way ride on Greyhound is approximately \$100. Based on past experience we estimate serving approximately 60 clients in this capacity. The average cost of a taxi ride is \$20, and we anticipate providing 3,600 one-way taxi rides.

If you used other units of service, please identify those units N/A

Project Budget – Part 4

Project Title and Agency: Special Transportation Services – White

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year’s budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

EXPENSE (By Line Item) Description	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised FY19	Budget FY20	Budget FY21	
Crisis Office Manager, Crisis Worker, Admin.	\$25,440	\$25,704	\$25,704	\$51,408
Benefits for above	\$7,524	\$8,868	\$8,868	\$17,736
Rides (taxi and long distance)	\$66,700	\$78,000	\$78,000	\$156,000
Other Expenses (office supplies, telephone, etc)	\$1,205	\$2,760	\$2,760	\$460
Mileage reimbursement for assessments	\$165	\$200	\$200	\$400
TOTAL PROJECT COST	<u>101,034.00</u>	\$115,532	\$115,532	\$231,064

Lane Transit District
Discretionary Grant Program – December 2018

Resources	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised Fy19	Budget FY20	Budget FY21	
Grant Request	101,034.00	\$115,532	\$115,532	\$231,064
Other resource:				
Other resource:				
LTD match request		\$50,742	\$50,742	\$101,483
Local agency match resource:				
TOTAL PROJECT RESOURCES	101,034.00	\$115,532	\$115,532	\$231,064

	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised FY19	Budget FY20	Budget FY21	
SUMMARY				
Grant funding request (89.73% of funding request)		\$103,667	\$103,667	\$207,334
Required match Amount (43.92% of funding for operations requests, 10.27% of funding for other requests)		\$50,742	\$50,742	\$101,483
Additional Local Funds Contributing to the Project (local money in addition to any match contributions)				
Total Project Cost		\$115,532	\$115,532	\$231,064

Please list any additional considerations for the Grant Review Committee:

(Note attached)

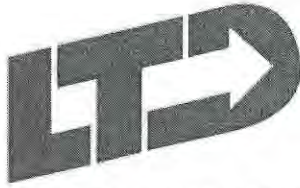
Checklist of attachments:

- 2018 Federal Certifications and Assurances
- Fiscal Year 20 (2019-2020) Reconciled Agency Revenue and Expense Budget
- Fiscal Year 21 (2020-2021) Approved Agency Budget

Lane Transit District
Discretionary Grant Program – December 2018

Thank you!

EXHIBIT C-5 BUDGET				
White Bird Clinic				
Mental Health Crisis Services				
ORIGINAL PURPOSED BUDGET	REVISED FY-19 JULY 1, 2018 - JUNE 30, 2019	FY-20	FY-21	TOTAL FY-20 &21
EXPENSES-LABOR & FRINGE				
PROGRAM MANAGER	\$3,408	\$3,456	\$3,456	\$6,912
CRISIS COUNSELORS	\$18,816	\$19,008	\$19,008	\$38,016
ADMIN TEAM	\$3,216	\$3,240	\$3,240	\$6,480
BENEFITS - PROGRAM MANAGER	\$1,224	\$1,192	\$1,192	\$2,385
BENEFITS - CRISIS COUNSELORS	\$5,268	\$6,558	\$6,558	\$13,116
BENEFITS - ADMIN TEAM	\$1,032	\$1,118	\$1,118	\$2,236
ASSESSMENTS	\$4,138			
SUBTOTAL WAGES & BENEFITS	\$34,417.00	\$34,571.88	\$34,571.88	\$69,143.76
VEHICLE OPERATIONS EXPENSES				
TAXI RIDES	\$50,388	\$72,000	\$72,000	\$144,000
LONG DISTANCE RIDES	\$972	\$6,000	\$6,000	\$12,000
SUBTOTAL VEHICLE OPERATIONS	\$66,700	\$78,000	\$78,000	\$156,000
OTHER EXPENSES				
TELEPHONE, COMPUTER, UTILITIES	\$684	\$1,200	\$1,200	\$200
OFFICE SUPPLIES, PRINTING, COPYING	\$672	\$900	\$900	\$150
INSURANCE - BUILDING & BONDING	\$228	\$300	\$300	\$50
AUDIT & TRAININGS	\$336	\$360	\$360	\$60
SUBTOTAL OTHER EXPENSES	\$1,205	\$2,760	\$2,760	\$460
MILEAGE REIMBURSEMENT ASSESSMENTS	\$165	\$200	\$200	\$400
TOTAL EXPENSES TO BE INVOICED MONTHLY	\$8,541	\$9,628	\$9,628	\$19,255
TOTAL EXPENSES TO BE INVOICED YEARLY (X12)	\$102,487	\$115,532	\$115,532	\$231,064



Lane Transit District

**Fiscal Years 20 (2019-2020) and 21 (2020-2021)
Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities**

GENERAL INFORMATION – PART 1

Agency Name: White Bird Clinic

Agency Name (dba): White Bird Clinic

Mailing Address (Street or PO Box, City, State, Zip): 341 East 12th Avenue Eugene, OR 97401

Federal Tax ID#: 93-05858-14

Agency Website: www.whitebirdclinic.org

Contact Name and Title: Miles Mabray, Executive Coordinator

Email: miles@whitebirdclinic.org

Telephone Number: 541-342-8255

Fax #: 541-342-7987

Type of Agency / Business: Private Non-Profit 501(c)3
 Private For-Profit Public Transportation Provider
 Government (City/County/State/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

Contact Name and Title: Email:

Telephone Number: Fax:

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: Miles Mabray, Executive Coordinator

Lane Transit District
Discretionary Grant Program – December 2018

Signature:

Date: 01/04/2019

PROJECT TYPE – PART 2

Capital Projects

- Replacement Vehicles (must replace existing vehicle that has been in service)
- New Vehicles (expansion to add capacity to existing fleet or introduce new service)
- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Waivered Non-Medical Match
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Lane Transit District
Discretionary Grant Program – December 2018

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

White Bird Clinic (WBC) has been committed to serving the mental health needs of Eugene and Springfield for almost 50 years. For three decades, WBC has benefited our community’s most underserved populations by providing basic transportation for clients experiencing Severe and Persistent Mental Illness (SPMI). These clients have critically limited transportation options since their mental health symptoms prohibit the use of public buses. We meet the needs of each person at the time of their greatest vulnerability, and we meet community needs by preventing crisis situations on public transportation.

Mental health transportation is used when getting to appointments (for those not covered by RideSource), picking up medications, and meeting basic needs. Some requests are for transportation to another location via Greyhound in order to reach drug and alcohol treatment or permanent housing. This option is used when local services aren’t viable, and a Crisis Counselor confirms connection to services at the destination.

White Bird provided 3,808 taxi rides in FY2018, allowing up to three one-way taxi rides per month for people experiencing symptoms of SPMI. The program enrolled 269 clients during this period after confirming their inability to ride the bus due to mental health symptoms. A one-time annual taxi ride was permitted for clients certified as experiencing an emergency in which transportation assistance proved helpful. The program currently averages 300 taxi rides monthly, totaling about 3,600 rides annually. In addition, White Bird provided 41 one-way Greyhound bus trips for screened and certified clients going to mental health or alcohol and drug treatment facilities.

Crisis Counselors are available 24 hours a day to call taxis, certify callers for a one-time emergency trip, or field requests for long distance transportation to treatment. Need for a ride is determined based on either client-initiated contact by phone, walk-in, or by a demonstration of behaviors that lead us to offer crisis services. Upon determination of need, the Crisis Counselor assists clients in exploring possible self-care and coping skills and forming a plan. If the client’s needs include reaching another service, the crisis counselor makes that assessment and provides options for transport. The crisis counselor documents the date, time in, time out, nature of the encounter, presenting problem, relevant history, and an assessment of disposition prior to the delivery of services. Staff can complete a Transit Mobility Assessment in person or callers can schedule an in-home assessment. Reports are presented at the weekly Crisis Staff Meetings to identify or verify trends among our clients. The collection of fiscal data adheres to White Bird’s

Lane Transit District
Discretionary Grant Program – December 2018

automated financial system, which is overseen by our Administrative and Fiscal staff and ratified annually by a formal audit. Monies are never handled directly by program staff.

White Bird Clinic offers a unique, trusted service proven to be vital for many in our community. The lack of transportation access is a huge barrier, preventing many from accessing medical care or meeting basic needs. Consistent with the Lane Coordinated Plan, our program strives to meet challenges of inadequate transportation among our clients.

What is the population to be served by the proposed project?

- General Public (service open to anyone in the community or defined service area including older adults and people with disabilities).
- Older adults and people with disabilities (designated service only for seniors and people with disabilities).
- Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____
- Other: (specify) _____

What geographic area within Lane County is covered by the proposed project?

- Lane County (county-wide project)
- Metro - Refer to LTD Program Guide, Appendix B, Central Lane Metropolitan Area Map
- Rural (outside of metro area, please specify): _____

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at https://www.ltd.org/file_viewer.php?id=2158. List all agencies that will be involved in and are central to the project.

Consistent with the 2017 updated Lane County Coordinated Plan, the White Bird Clinic Crisis Program will continue to respond to the special needs and circumstances associated with persons experiencing mental health issues and need for transportation assistance (page 20). A survey included in the 2017 Plan found that over 30% of riders surveyed stated a disability that prevented them from taking a bus. While this number does not list the type of disability, it is safe to conclude that a percentage of these people are referring to a mental or emotional challenge. To address this concern, the WB Crisis Team will continue to initiate strategies to improve existing inter-agency partnerships and collaborations with others assisting this population. These partnerships efficiently serve clients in need and assist in the management of transportation costs.

Lane Transit District
Discretionary Grant Program – December 2018

White Bird Clinic's Special Transportation Services (STS) also addresses the concern of health care by providing rides for clients to both health care and social services care appointments in which they might otherwise miss. The program also assists those with emotional and/or mental disabilities by providing rides for shopping and personal recreation. This gives clients the independence to meet their basic needs. By adding White Bird resources and services to the provision of transportation, we can affordably plan and coordinate services on behalf of our clients and their social service providers. This program allows for better coordinated care for clients.

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Fiscal Year 20 (2019 – 2020):	Older adults	People with disabilities	410
Fiscal Year 21 (2020 – 2021):	Older adults	People with disabilities	410

Describe how you arrived at these figures:

For the 2019-2020 and 2020-2021 grant cycle, White Bird Clinic will provide approximately 300 rides per month for a total of 3,600 rides per year. This will cover up to 3 one-way taxi rides per month for individuals whose SPMI symptoms qualify them for the program. Additionally, White Bird will offer 60 one-way Greyhound bus trips for screened and certified clients going to a mental health or alcohol and drug treatment program when local services are not viable. Based on experience, we project 3,600 rides costing \$20 on average. We then add the 60 long distance rides projected in the budget of averaging \$100.

Lane Transit District
 Discretionary Grant Program – December 2018

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Fiscal Year 20 (2019 – 2020): One-way rides / Other units of service 3,660

Fiscal Year 21 (2020 – 2021): One-way rides / Other units of service 3,660

Describe how you arrived at these figures: The average cost per one-way ride on Greyhound is approximately \$100. Based on past experience we estimate serving approximately 60 clients in this capacity. The average cost of a taxi ride is \$20, and we anticipate providing 3,600 one-way taxi rides.

If you used other units of service, please identify those units N/A

Project Budget – Part 4

Project Title and Agency: Special Transportation Services – White

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year’s budget as well as that for FY20 and FY21. In addition to this Project Cost Summary, a reconciliation of FY18 Agency revenue and expenses and an approved Agency budget for FY19 must be submitted with the application.

EXPENSE (By Line Item) Description	Current Year Revised FY19	Grant Year 1 Budget FY20	Grant Year 2 Budget FY21	TOTAL FY20 & 21
Crisis Office Manager, Crisis Worker, Admin.	\$25,440	\$25,704	\$25,704	\$51,408
Benefits for above	\$7,524	\$8,868	\$8,868	\$17,736
Rides (taxi and long distance)	\$66,700	\$78,000	\$78,000	\$156,000
Other Expenses (office supplies, telephone, etc)	\$1,205	\$2,760	\$2,760	\$460
Mileage reimbursement for assessments	\$165	\$200	\$200	\$400
TOTAL PROJECT COST	101,034.00	\$115,532	\$115,532	\$231,064

Lane Transit District
Discretionary Grant Program – December 2018

Resources	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised FY19	Budget FY20	Budget FY21	
Grant Request	101,034.00	\$115,532	\$115,532	\$231,064
Other resource:				
Other resource:				
LTD match request		\$50,742	\$50,742	\$101,483
Local agency match resource:				
TOTAL PROJECT RESOURCES	101,034.00	\$115,532	\$115,532	\$231,064

	Current Year	Grant Year 1	Grant Year 2	TOTAL FY20 & 21
	Revised FY19	Budget FY20	Budget FY21	
SUMMARY				
Grant funding request (89.73% of funding request)		\$103,667	\$103,667	\$207,334
Required match Amount (43.92% of funding for operations requests, 10.27% of funding for other requests)		\$50,742	\$50,742	\$101,483
Additional Local Funds Contributing to the Project (local money in addition to any match contributions)				
Total Project Cost		\$115,532	\$115,532	\$231,064

Please list any additional considerations for the Grant Review Committee:

(Note attached)

Checklist of attachments:

- 2018 Federal Certifications and Assurances
- Fiscal Year 20 (2019-2020) Reconciled Agency Revenue and Expense Budget
- Fiscal Year 21 (2020-2021) Approved Agency Budget

EXHIBIT C-5 BUDGET				
White Bird Clinic				
Mental Health Crisis Services				
ORIGINAL PURPOSED BUDGET	REVISED FY-19 JULY 1, 2018 - JUNE 30, 2019	FY-20	FY-21	TOTAL FY-20 &21
EXPENSES-LABOR & FRINGE				
PROGRAM MANAGER	\$3,408	\$3,456	\$3,456	\$6,912
CRISIS COUNSELORS	\$18,816	\$19,008	\$19,008	\$38,016
ADMIN TEAM	\$3,216	\$3,240	\$3,240	\$6,480
BENEFITS - PROGRAM MANAGER	\$1,224	\$1,192	\$1,192	\$2,385
BENEFITS - CRISIS COUNSELORS	\$5,268	\$6,558	\$6,558	\$13,116
BENEFITS - ADMIN TEAM	\$1,032	\$1,118	\$1,118	\$2,236
ASSESSMENTS	\$4,138			
SUBTOTAL WAGES & BENEFITS	\$34,417.00	\$34,571.88	\$34,571.88	\$69,143.76
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TAXI RIDES	\$50,388	\$72,000	\$72,000	\$144,000
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SUBTOTAL VEHICLE OPERATIONS	\$66,700	\$78,000	\$78,000	\$156,000
OTHER EXPENSES				
TELEPHONE, COMPUTER, UTILITIES	\$684	\$1,200	\$1,200	\$200
OFFICE SUPPLIES, PRINTING, COPYING	\$672	\$900	\$900	\$150
INSURANCE - BUILDING & BONDING	\$228	\$300	\$300	\$50
AUDIT & TRAININGS	\$336	\$360	\$360	\$60
SUBTOTAL OTHER EXPENSES	\$1,205	\$2,760	\$2,760	\$460
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TOTAL EXPENSES TO BE INVOICED MONTHLY	\$8,541	\$9,628	\$9,628	\$19,255
TOTAL EXPENSES TO BE INVOICED YEARLY (X12)	\$102,487	\$115,532	\$115,532	\$231,064