Peninsula RTPO
2022 Consolidated Grants Project

Click here for presentation video

Project Name: **Sustain Mason County Dial-a-Ride Services**

Organization Name: Mason Transit Authority

Contact Name: Amy Asher

Project Description (from WSDOT form)

Sustain operating assistance for Mason Transit Authority's county-wide general dial-a-ride service available to all citizens within Mason County.

Project Need (from WSDOT form)

Mason Transit Authority has been providing demand response dial-a-ride to all citizens within Mason County for 30 years. This service is crucial in providing transportation connections to those who are unable to used fixed route for whatever reason. This service meets the needs identified in the Peninsula Regional Transportation Planning Organizations Human Services Transportation Plan, which received input from service agencies and citizens throughout the region. Accessibility barriers and transportation service constraints identified in the planning process, including the inability to get to or from the nearest transit service is largely solved with this door-to-door dial-a-ride service as this particular service is not constrained by the traditional 3/4 mile boundary from fixed routes. There are no eligibility constraints to access the service, which was also identified as a barrier. MTA serves those with special needs, seniors, low income, and the general public to connect them to services essential for daily living such as grocery shopping, access to healthcare and education centers, and jobs. MTA travels throughout the entire county, including through an extensive network of private and unpaved roads. The citizens of the county value having transportation options regardless of proximity to major road networks where fixed routes are often available. This dial-a-ride service connects them to that fixed route network, when available, or directly to their destination.

Special Needs Transportation (from WSDOT form)

Safe, reliable transportation for those with special needs, the elderly, economically disadvantaged and transit dependent riders who rely on MTA is a value to the agency and our region. Barriers identified in the Coordinated Human Services Planning process are remedied with this project by eliminating eligibility requirements, reducing service boundary constraints, and connecting passengers to existing fixed route services that travel throughout Mason County with connections to neighboring providers. This project maintains the advances in the efficiency and accessibility of special needs transportation services in Mason County. According to the 2020 American Community Survey, 18% of residents of Mason County have a disability, with the majority of those experiencing ambulatory disabilities. The region (Clallam, Jefferson, Kitsap and Mason) is 15%. This continued dial-a-ride service maintains an ADA accessible transportation service to even the more remote areas of the county, which allows residents to remain in their home longer, encourages access to healthcare, and allows for greater community connections. MTA?s expansion of the use of technology that allows passengers to directly schedule their own rides via an online app, further encourages independence and the freedom to travel without restrictions.

Service Connections with Other Modes and Systems (from WSDOT form)

Mason Transit's sustained operating dial-a-ride project will provide a last mile connection to fixed route services that connect to neighboring counties. Mason Transit's tagline 'You can get to anywhere from here!' holds true as the fixed route services travel in every direction with connections to neighboring transit, train, ferry, and intercity bus services. MTA connects with Jefferson Transit to the North, Kitsap Transit to the east - allowing connections to the Washington State Ferry System, Intercity Transit to the south with connections to Amtrak and Greyhound, and Grays Harbor Transit to the west. The fixed route services also connect with five large park and rides with the county. Mason County residents rely upon medical, educational and employment opportunities offered in our neighboring counties that have higher population densities. MTA's fixed route services allow a connection to those necessary services while enjoying a lower cost of living in a rural area.

Sustain Mason County Dial-a-Ride Services

Type of Project

Select one project type

- [x] Operating
  - (•) Two-year
  - ( ) Four-year
- [ ] Capital
  - ( ) Expansion
  - ( ) Replacement
- [ ] Mobility Management
- [ ] Planning

Project Funding Summary

	July 1, 2023 - June 30, 2025	July 1, 2025 - June 30, 2027 (if applicable)
Total Project Cost	$ 3,712,800	
Grant Request	$ 1,856,400	
Match Amount	$ 1,856,400	
Match Percent	50.0%	0.0%

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

NOTE: Ranked projects will be amended into the HSTP upon approval by the Executive Board.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] Maintain existing services & recruit/retain operators
- [ ] Coordinate siting of facilities with existing services
- [ ] Sustain shared-cost programs for service providers

Enhance or Expand Transportation Services

- [ ] Increase hours of service
- [ ] Increase days of service
- [ ] Increase frequency of existing service
- [ ] Expand service into new areas
- [ ] Recruit/retain operators, drivers to expand services
- [ ] Enhance or introduce first- / last-mile connections
- [ ] Expand long-distance single-seat services
- [ ] Improve special needs traveler amenities
- [ ] Deploy ZEV benefiting special needs populations
- [ ] Increase broadband access
- [ ] Reduce travel cost as barrier to accessing services
- [ ] Improve NEMT services for discharged patients

Increase Public Awareness of Available Resources

- [ ] Develop and deploy travel training programs
- [ ] Promote existing 2-1-1 call center resources
- [ ] Develop coordinated on-line resources and brochures
- [ ] Promote long-distance one-seat options to target pops
- [ ] Educate human services providers about client travel
- [ ] Establish consolidated call center for travelers

Increase Cooperation, Coordination Among Providers

- [ ] Expand service provider-referral agency communication
- [x] Support coordination between service providers
- [ ] Enhance capacity for coordination scheduling, dispatch
- [ ] Enable vehicle & maintenance sharing agreements
- [ ] Enhance special needs emergency mgmt coordination
- [ ] Expand tribal transit-tribal health service coordination
- [ ] Coordinate services with vets' transportation programs
- [ ] Reduce duplication of services or consolidate services

17293 - Sustain Mason County Dial-A-Ride Service

Application Details

Funding Opportunity:	15642-2023-2025 Consolidated Grant Program - Operating
Funding Opportunity Due Date:	Oct 27, 2022 3:01 PM
Program Area:	Consolidated Grant Program
Status:	Submitted
Stage:	Final Application
Initial Submit Date:	Oct 27, 2022 12:53 PM
Initially Submitted By:	Amy Asher
Last Submit Date:	
Last Submitted By:	

Contact Information

Primary Contact Information

Name:	Mrs. (Salutation) Amy (First Name) Middle Name Asher (Last Name)
Title:	General Manager
Email*:	aasher@masontransit.org
Address*:	601 W Franklin St.
	Shelton (City) Washington (State/Province) 98584-3518 (Postal Code/Zip)
Phone*:	(360) 432-5755 Ext. (Phone ###-###-####)
Fax:	###-###-####

Organization Information

Legal Name*:	Mason County Public Transportation Benefit Area
DBA Name*:	Mason Transit Authority
Organization Type*:	Transit Agency ? Rural
DUNS #:	832544217 (#########)
Unique Entity Identifier (UEI):	GVJSNKK6EFQ3
Organization Website:	http://www.masontransit.org (Please enter http://... for this field)
Physical Address*:	790 E Johns Prairie Rd

Shelton Washington 98584-1265
City State/Province Postal Code/Zip

Mailing Address*: 790 E Johns Prairie Rd

Shelton Washington 98584-1265
City State/Province Postal Code/Zip

Remit to Address*: 790 E Johns Prairie Rd

Shelton Washington 98584-1265
City State/Province Postal Code/Zip

Phone*: (360) 426-9434 Ext.
###-###-####

Fax: ###-###-####

Fiscal Year End Last day of*: December

Organization Contact Information

Organization Contact Information

Organization Director

Name*: Amy Asher
First Name Last Name

General Manager aasher@masontransit.org
Title Email Address

Applicant Contact

Name*: Amy Asher
First Name Last Name

General Manager aasher@masontransit.org
Title Email Address

Project Contact

Name*: Jason Rowe
First Name Last Name

Operations Manager jrowe@masontransit.org
Title Email Address

Summary of Project Information

Summary of Project Information

PLEASE NOTE:
OPERATING - General operating assistance ? Select this option if you are a transit agency and are submitting only one operating project that includes all of the transportation services your organization provides (maximum grant request of $ 1.5 million).
OPERATING - Operating assistance for a specific service ? Select this option if your organization is submitting an application for specific services you provide.

Operating Type*: Operating assistance for a specific service

Refer to the glossary in the Consolidated Grants Guidebook for service-type definitions.

Service Type*: Demand-response

Select either ?Sustain Existing Service? or ?Expand Service.?

Need for Service*: Sustain existing service
Select One

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements. For an example of last biennium's federal requirements see the Consolidated Grants Program Guidebook.

Willing to Accept FTA funds for the biennium?*: Yes

Select all of the Congressional District(s), Legislative District(s) and County(ies) the project will serve.
Congressional & Legislative District map

Congressional District(s)*: 10,6

Legislative District(s)*: 35

County(ies)*: Mason

Duration of Project*: Two Years

Dependency on Other Projects

Dependent on other projects?	Project Title
No	

Scope of Work

Project Description

Select the Regional Transportation Planning Organization / Metropolitan Planning Organization (RTPO/MPO) that will be ranking this project from the drop-down menu.

RTPO/MPO*: Peninsula RTPO

Is this project primarily serving a rural area?*: Yes Any service that supports Public Transportation in rural areas with populations less than 50,000.

Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?*: No

Provide a brief, high-level description of what your project proposes to do (address who, what and where).
This description may be used to describe your project to the Legislature.

Proposed scope/description of the work.*:

Sustain operating assistance for Mason Transit Authority?s county-wide general dial-a-ride service available to all citizens within Mason County.

Why is this project needed, and how does this proposal address the need?

Describe why you are pursuing the proposed project. Include a description of the transportation problem that needs to be addressed, how the problem was identified, and how the proposed project will address the problem.

Need*:

Mason Transit Authority has been providing demand response dial-a-ride to all citizens within Mason County for 30 years. This service is crucial in providing transportation connections to those who are unable to used fixed route for whatever reason. This service meets the needs identified in the Peninsula Regional Transportation Planning Organizations Human Services Transportation Plan, which received input from service agencies and citizens throughout the region. Accessibility barriers and transportation service constraints identified in the planning process, including the inability to get to or from the nearest transit service is largely solved with this door-to-door dial-a-ride service as this particular service is not constrained by the traditional ¼ mile boundary from fixed routes. There are no eligibility constraints to access the service, which was also identified as a barrier. MTA serves those with special needs, seniors, low income, and the general public to connect them to services essential for daily living such as grocery shopping, access to healthcare and education centers, and jobs. MTA travels throughout the entire county, including through an extensive network of private and unpaved roads. The citizens of the county value having transportation options regardless of proximity to major road networks where fixed routes are often available. This dial-a-ride service connects them to that fixed route network, when available, or directly to their destination.

Describe coordination efforts with your regional planning organization.

Include details such as inclusion in regional plans, what prioritized strategies are being addressed, who was involved in defining the problem, other alternatives that were/are being considered for solving the problem, and demonstrations of local/regional support for implementing the proposed project.

Coordination Efforts*:

This continuing operating project by MTA is supported in several local and regional planning documents. MTA has a long history of partnership development, community support, and active coordination on planning and project implementation. Mason Transit Authority is part of the Peninsula Regional Transportation Planning Organization (PRTPO) and support for this project is included in both their long-range plan and the Coordinated Human Services Transportation Plan. The PRTPO's Regional Transportation Plan 2040, lists barrier free transportation and public transportation as two of their goals to ensure the citizens of the region have access to transportation alternatives other than the car. They identify investment in

the travel needs of youth; elders; people with disabilities, literacy or language barriers and low income needs as a goal (PRTPO 2040 Goals Page 9). Public transportation goals clearly identify the support of maintaining and enhancing transit service, including rural areas, rather than reducing service in periods of financial challenge (PRTPO 2040 Goals Page 14). MTA?s sustained dial-a-ride operating project is also consistent with the goals identified in the PRTPO's Coordinated Public Transit Human Services Transportation Plan. Page 33 of this plan specifies the need to maintain existing transportation services. (PRTPO CPTHSTP). Maintaining a service that will connect citizens to services and activities for daily living is a value to Mason County citizens and the planning region. This continuing operating project is also supported by the County Comprehensive plan, Mason County Plan 2036, section 3.6 which calls for encouragement of multi-modal transportation alternatives by providing bikeways, sidewalks, trails, public transit, etc., as appropriate to location and terrain, especially in Urban Growth Areas, and accommodating the young, aging and disabled. (Mason County plan 2036 P. 12).

How does the project advance efficiencies in, accessibility to, or coordination of transportation services provided to persons with special transportation needs?

To be eligible for funding for special needs transportation, RCW 47.01.450 requires that applicants address how their project advances the efficiency, accessibility, and/or coordination of special needs transportation.

Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population to be served by this project.

Special Needs Transportation:

Safe, reliable transportation for those with special needs, the elderly, economically disadvantaged and transit dependent riders who rely on MTA is a value to the agency and our region. Barriers identified in the Coordinated Human Services Planning process are remedied with this project by eliminating eligibility requirements, reducing service boundary constraints, and connecting passengers to existing fixed route services that travel throughout Mason County with connections to neighboring providers. This project maintains the advances in the efficiency and accessibility of special needs transportation services in Mason County. According to the 2020 American Community Survey, 18% of residents of Mason County have a disability, with the majority of those experiencing ambulatory disabilities. The region (Clallam, Jefferson, Kitsap and Mason) is 15%. This continued dial-a-ride service maintains an ADA accessible transportation service to even the more remote areas of the county, which allows residents to remain in their home longer, encourages access to healthcare, and allows for greater community connections. MTA?s expansion of the use of technology that allows passengers to directly schedule their own rides via an online app, further encourages independence and the freedom to travel without restrictions.

For operating, mobility management and capital projects: How will your organization measure whether the project is successful and improves the efficiency and effectiveness of public transportation?

Identify data sources and monitoring processes. Explain how the project provides more efficient and effective transportation services to the target population(s) within the community. Describe strategies or steps to be taken if the project does not meet its performance targets.

For Planning Projects: How will your organization measure the planning project?s success?

Identify data sources used in the planning process.

Measurement of Efficiency and Effectiveness*:

MTA will measure the project's success and effectiveness by evaluating records that can be obtained through our mobile data terminals and dispatching software, Ecolane. Ridership for this particular service has surpassed 2019 levels already, largely due to the flexibility that new dispatching software has connected riders to transportation services. We monitor use of the app and can also measure rides scheduled by dispatchers. Mobile data terminals collect passenger pick up and drop off times, miles traveled, and travel times per vehicle and per hour. This technology, which has been in use for the past year, will allow us to monitor program use and discover efficiencies. As we see ridership demand patterns emerge, we may begin offering more fixed route services in its place. Operations staff will monitor performance of the service monthly. If the project is not meeting performance targets, staff will manually evaluate vehicle capacity, driver manifests and dispatch logs to find where efficiencies can be gained.

How does your project connect to, coordinate with, leverage or enhance other modes of transportation in your service area (i.e., aviation, intercity bus or rail, park and rides, bicycle/pedestrian)?

Describe how this project supports and interacts with other modes of transportation in the project area. Does this project enhance other transportation or social services within your organization or among partners?

What efficiencies will be gained within the service area as a result this project?

Other Modes of Transportation*:

Mason Transit's sustained operating dial-a-ride project will provide a last mile connection to fixed route services that connect to neighboring counties. Mason Transit's tagline 'You can get to anywhere from here!' holds true as the fixed route services travel in every direction with connections to neighboring transit, train, ferry, and intercity bus services. MTA connects with Jefferson Transit to the North, Kitsap Transit to the east - allowing connections to the Washington State Ferry System, Intercity Transit to the south with connections to Amtrak and Greyhound, and Grays Harbor Transit to the west. The fixed route services also connect with five large park and rides with the county. Mason County residents rely upon medical, educational and employment opportunities offered in our neighboring counties that have higher population densities. MTA's fixed route services allow a connection to those necessary services while enjoying a lower cost of living in a rural area.

Identify the project staff for this project. What type of experience do these individuals have with grant management?

Provide the names and experience of the key staff that will be working on this project, including their experience managing projects similar to the proposed project.

Project Staff*:

Amy Asher, General Manager, has over 12 years of experience managing state and federal grants through WSDOT and FTA having managed both rural and small urban transit agencies as well as an MPO and RTPO planning program. This includes grant writing, procurement of vehicles, financial oversight, grant reporting, policy writing for compliance with regulations, and lead staff during state and federal audits. Jennifer Reboin, Accounting Assistant, has been with Mason Transit Authority for one year and has been responsible for identifying and reporting eligible grant expenses for state and federally funded grants during that time. She holds a Bachelor?s degree in Finance/Accounting with an emphasis of management. She has five years of experience in finance and accounting with a focus on maintaining and reconciliation of accounts and budget management. Paul Bolte, MTA Facilities and Maintenance Manager, has over 30 years of experience managing fleets and maintenance teams. He was previously the maintenance manager for Around the Sound Transportation, where he assisted with grant funded vehicle procurements.

Coordinated Public Transit - Human Services Transportation Plans (CPT - HSTP)

Coordinated Public Transit- Human Services Transportation Plan	Page number(s) or TBD
Peninsula RTPO	TBD

Budget

Expenses

Expenses	If Other, Please List	**July 1, 2021 - June 30, 2022 (Actual)	**July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Variance Between Biennia	**July 1, 2025 - June 30, 2027 (Projected)	Variance Between Biennia
Labor & Benefits		$1,419,443.00	$1,870,880.00	$3,290,323.00	$3,438,387.00	4.50%	$0.00	-100.00%
Fuel & Lubricants		$132,000.00	$139,000.00	$271,000.00	$274,413.00	1.26%	$0.00	-100.00%
		$1,551,443.00	**$2,009,880.00**	**$3,561,323.00**	**$3,712,800.00**		**$0.00**	

Revenue and/or Match

Revenue and/or Match Sources	If Other, Please List	**July 1, 2021 - June 30, 2022 (Actual)	**July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	**July 1, 2025 - June 30, 2027 (Projected)
Local: Transit sales tax		$254,288.00	$374,258.00	$628,546.00	$1,856,400.00	$0.00
		$254,288.00	**$374,258.00**	**$628,546.00**	**$1,856,400.00**	**$0.00**

Summary of Awarded Amount for July 1, 2023 - June 30, 2025

Requested Amount: $1,856,400.00

Revenue / Match Amount: $1,856,400.00

Summary of Awarded Amount for July 1, 2025 - June 30, 2027

Requested Amount: $0.00

Revenue / Match: $0.00

Variances

Variance between 2021-2023 and 2023-2025: 4.25%

Variance between 2023-2025 and 2025-2027: -100.00%

Variances:

The variance in operating costs is due to a confluence of factors. The last year of our transit operators contract was left open to be re-negotiated and increases took effect in June 2022. The next contract negotiations will occur in spring 2023 and we expect continued increasing wages. We also expect an increase in service hours and miles, resulting in higher salary and benefit costs. Fuel prices continue to increase and we will be adding more vehicles to our DAR service.

Other Sources

Other Sources*:

MTA actively pursues revenue opportunities to fund vehicle replacements and operating projects by seeking other state and federal grant funding sources on a regular basis. MTA recently received a large grant from the State Department of Ecology for cleanup of a recently built parking lot. Recovery of those funds spent on the cleanup of contaminants allows MTA to use its funding for transit services. MTA was also a recent recipient of 5339 Bus and Bus Facilities nationally competitive award for the purchase of vehicles for replacement. MTA develops regional service partnerships with tribal transit providers that do not have their own maintenance staff. Revenue from these sources help fund MTA?s services. MTA prides itself on being fiscally responsible and does not wish to be in a position of not being able to expend the grant funds it is awarded. The agency has a balance of funds from the COVID relief programs that can only be used on operating expenses. Those funds will be focused on its fixed route system for the upcoming biennium. MTA is seeking funds through this Consolidated grant round to sustain dial a ride. This is a deviation from years past where we have asked for a continuation of both fixed and dial a ride services and is why the agency has chosen to only apply for a 2-year operating grant.

Comments

Comments*:

The budget was developed beginning with existing DAR data submitted for the current consolidated grant for July 2021 to June 2022. Estimates for 2022-2023 and 2023-2025 include an assumption that operating costs will increase due to a new driver contract to be negotiated in 2023 and an increase in Dial-a-Ride service as we add more vehicles to the fleet and hire additional drivers. MTA is currently seven drivers short needed to return to pre-pandemic service levels. A 4.5% increase in service hours is conservative, as is the 4.5% increase in labor and benefits over the biennia. The conservative approach is due to several reasons. First, MTA drivers and vehicles are used interchangeably for fixed route and DAR service. Staff developed an agreement with WSDOT to use a formula allocating 30.20% of salaries and benefits, contracted services, vehicle fuel and maintenance and others based on historical data to be allocated to DAR services. Because the pandemic completely shifted our service levels and operational statistics, we don't believe we can continue to rely on that formula, especially since current service data show DAR accounts for 44% of miles traveled. MTA will begin a process for more clearly defining what is charged for DAR and Fixed Route services in the future. For this reason, only salaries and benefits and fuel will be charged to the grant as we can easily develop a system for tracking labor hours directly used for the program. MTA DAR vehicles are predominantly gas powered cutaway style vehicles that are used occasionally on more rural fixed route transit routes. MTA will begin using our newly acquired on-board vehicle technology to more accurately display fuel usage dedicated to the Dial-A-Ride service instead of providing a percentage estimate of use. For this reason, we are budgeting conservatively for our fuel estimates until we have an accurate data set for future budgeting.

DBE Goals

DBE Goals	Percentage	Efforts	No DBE
No	0.00%		Service will be provided in house by MTA staff. The only other item being billed to this program through this grant will be fuel. While there are other services, such as marketing and outreach that may be done in conjunction with this grant that will use DBE's, we are not proposing to include it in this grant.

Summary

July 1, 2023 - June 30, 2025

Expense Total:	$3,712,800.00
Revenue Total:	$1,856,400.00
Requested Amount This is the amount of grant funds your organization is requesting from July 1, 2023 - June 30, 2025. :	$1,856,400.00 Expense Total minus Revenue Total
Percentage of Match:	50.00%

July 1, 2025 - June 30, 2027

Expense Total:	$0.00
Revenue Total:	$0.00
Requested Amount This is the amount of grant funds your organization is requesting from July 1, 2025 - June 30, 2027. :	$0.00 Expense Total minus Revenue Total.
Percentage of Match:	0.00%

Service Level

Project Service Level Information

Project Specific Information	July 1, 2021 - June 30, 2022 (Actual)	July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Percent of Change	July 1, 2025 - June 30, 2027 (Projected)	Percent of Change
Revenue Vehicle Hours	20025	21026	41051	42894	4.49%	42894	0.00%
Revenue Vehicle Miles	307203	322564	629767	658030	4.49%	658030	0.00%
Passenger trips should be entered as whole numbers only.							
Passenger Trips	38347	40264	78611	82139	4.49%	82139	0.00%
Volunteer Hours	0	0	0	0	0.00%	0	0.00%
					13.47%		**.00%**

Project Service Level Description

Describe the methodology used to develop these estimates, including any assumptions used in their development.

How were service-level estimates developed?*:

Actual service data for July 1, 2021 to June 30, 2022 was derived from driver manifests, which were also entered electronically via our onboard data terminals. Dispatch staff verify accuracy each evening for anomalies, so they are caught at the time of entry. The July 1, 2022 to June 30, 2023 budgeted service data assumes a gradual return to our pre-pandemic service levels. We have budgeted for full service with a return to our full roster of 42 drivers, but this effort has been slower than anticipated. The data shown assumed a 5% growth over 2021-22 actual with an additional 2% growth in the 2023-25 time frame. MTA has seen a continual increase in ridership as routes have been re-introduced and hours as employees are hired. Dial-a-Ride ridership has nearly returned to pre-pandemic levels for the year total and we believe this will continue to grow especially given the economic climate, high gas prices and aging population.

For demand response, or deviated fixed route projects, summarize the intended outputs of this project in both qualitative (narrative) and quantitative (statistical) formats. There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply. In those cases, quantifiable objectives can be used instead by submitting the following information: number of trainings or outreach, or number of passengers served, or other measurable outcomes produced by this project. Ensure there is a quantitative output, as these will be the baseline measurement for the following biennium?s application. Qualitative measures are optional.

Intended Outputs:

The success of this project will be determined by the sustained and expanded growth in the use of the dial a ride service by those with transportation needs. It is expected that demand for the service will grow as the population of our county increases and more citizens discover the ease of use of the self service booking applications that we have available for the service. Ridership is on pace for a 47% increase over 2021 levels as we have expanded hours and re-hired more staff. Hours have increased 25% as we have increased the number of staff and mileage has increased 30% in the past year. As we are very nearly at our 2019 pre-pandemic levels, it isn?t unreasonable to expect a conservative 4.5% increase in service and ridership in the biennium.

Milestones

Milestones

OPERATING ACTIVITIES	Date (mm/yy)
Service Start	07/23
Service Complete	06/25

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Copy of organization?s most recent audit report	✓	Mason Transit Financial Statements and Federal Single Audit Report January 1, 2021 to December 31, 2021.	Att 1 MTA 2021 Federal and Financial Audit.pdf	pdf	15 MB	10/23/2022 04:38 PM
501(c) IRS Letter of Determination (for new non-profit applicants only)						
WA Utilities & Transportation Commission (UTC) Certification (for new non-profit applicants who are direct service providers)						
Service area map	✓	Mason Transit Authority's Service Area Map for Fall 2022. This project is to sustain Dial-A-Ride Service, which covers all of Mason County. This map shows the possible connections to other jurisdictions and services such as Jefferson Transit via Route 8, connection to Kitsap Transit in Bremerton via Route 3 and 23, and connections to Intercity Transit in Olympia via route 6.	Att 2 Mason County Service Map.pdf	pdf	2 MB	10/23/2022 04:40 PM
Population density map	✓	Population density map shows densities in our largely rural RTPO region. Mason Transit has a collection of fixed routes centered around Shelton, which is the only incorporated City on Mason county. Fixed routes also travel to neighboring counties, with higher densities and greater services, namely Kitsap and Thurston Counties. MTA's DAR service covers all of Mason County, including our most rural areas. There is no requirement to be within a certain distance of our fixed routes.	Att 3 Pop Density Mason.pdf	pdf	88 KB	10/23/2022 04:41 PM
Letters committing matching funds		Letter of commitment of matching funds. Match for the operating project is $1,856,400. Approved by the MTA board at their October 2022 meeting.	Att4 Match Commitment MTA.pdf	pdf	519 KB	10/26/2022 02:50 PM
In-kind match valuation proposal (only operating and mobility management projects may use in-kind contributions as matching funds)						
Letters of support (combine into one file attachment)		Mason Transit Authority Operating Projects Letters of Support.	MTA Letters of Support 2023 Operating.pdf	pdf	675 KB	10/26/2022 02:52 PM
Letter of concurrence (for projects that operate in multiple planning regions)						
Federal Indirect Cost Rate Approval Letter						
Cost Allocation Plan						

Supplemental Information

Supplemental Information

Supplemental Information:

No supplemental information.

Vulnerable Populations in Overburdened Communities & Tribes - May 2022

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits to vulnerable populations your project provides using the descriptions above, if any. Explain how your project provides these benefits. Your response may include suggestions about how WSDOT should evaluate project(s) against Climate Commitment Act requirements in the future.

Vulnerable Populations in Overburdened Communities*:

According to the US Environmental Protection Agency, transportation accounts for nearly 30% of greenhouse gas emissions in the US, with more than 25% coming from medium and heavy-duty vehicles. Providing mass transit options and inclusion of newer lower emission vehicles will help MTA reduce these harmful emissions resulting in cleaner air and healthier communities. Deployment of these vehicles and service in communities like Shelton and the Skokomish Reservation that experience greater health disparities can help address public health inequities. Mason County has multiple census tracts with communities identified as disadvantaged and areas of persistent poverty or experiencing health disparities. These tracts also include communities with greater health burdens and economic disadvantages shown on the EJ screening tool map. The census tract that includes the Skokomish Indian Reservation is identified as disadvantaged in three categories; climate change, health burdens, and workforce development. The tract includes high percentages of those with asthma (97th percentile) and heart disease (92nd percentile) and is identified as a low-income area. MTA serves these communities as they are most dependent on our free transit service to access their daily needs. Many of MTA's riders are from lower-income households with zero or one vehicles and rely on MTA to access employment as found in MTA?s 2018 Comprehensive Service Analysis. MTA provided over 695,000 vehicle revenue hours to our community in 2021. Funding this project will position MTA to offer services that encourage shared rides that will have a direct impact on the health of all community members in Mason County by reducing the amount of harmful greenhouse gases it emits.

Tribal Support

Is this project directly operated by a tribe?*:	No
Is your project serving and is it supported by a tribal nation in Washington? :	Yes
Estimate the percentage of your project that serves the tribe:	10.00%
By checking this box, you are confirming your outreach to the tribe in pursuit of a resolution formally supporting your project :	Yes

Attachments

Tribal support correspondence/resolution: Squaxin LOS Signed.pdf

Certification

Certification

I certify, to the best of my knowledge, that the information in this application packet is true and accurate and that this organization has the necessary fiscal, data collection and managerial capabilities to implement and manage the project associated with this application:

Certification*:	Yes
Application Authority*:	Amy Asher First Name Last Name
Title*:	General Manager
Date*:	10/26/2022

SQUAXIN ISLAND TRIBE

October 21, 2022

Amy Asher, General Manager
Mason Transit Authority
790 East Johns Prairie Road
Shelton, Washington 98584

RE: Washington State Department of Transportation
2023-2025 Consolidated Grant Applications

Squaxin Island Tribe supports Mason Transit Authority's grant applications to the Washington State Department of Transportation in their funding assistance efforts through the Public Transportation Consolidated Grant Program for the 2023-2025 biennium.

Mason Transit Authority's proposed projects will enable the elderly and persons with disabilities, low-income, special needs, youth, and the general public to access transportation for human services offered both regionally and in Mason County. Regional connections with adjacent transit systems are vital to your communities with obvious personal, social and economic benefits and improved quality of life.

- Operating assistance project - Sustain Demand Response (Dial-A-Ride) Services in Mason County.
- Capital assistance project – Capital Vehicle Replacement to purchase three (3) 35' buses that are beyond their useful life.

Squaxin Island Tribe is pleased to offer our support for Mason Transit Authority's grant applications to sustain existing services and assist in providing needed replacement vehicles to continue to provide excellent public transit services to the citizens and visitors of Mason County.

Sincerely,

Marvin E. Campbell
Marvin E. Campbell (Oct 25, 2022 15:29 PDT)
Marvin Campbell
Tribal Administrator

Consolidated Grant_Draft Letter of Support 2023-2025

Final Audit Report 2022-10-25

Created:	2022-10-25
By:	Melissa Puhn (mpuhn@squaxin.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAISpSHLykL5HaRil137nbnc7nkFDni7OM

"Consolidated Grant_Draft Letter of Support 2023-2025" History

Document created by Melissa Puhn (mpuhn@squaxin.us)
2022-10-25 - 10:27:30 PM GMT- IP address: 216.235.106.129

Document emailed to mcampbell@squaxin.us for signature
2022-10-25 - 10:27:42 PM GMT

Email viewed by mcampbell@squaxin.us
2022-10-25 - 10:29:26 PM GMT- IP address: 174.231.135.244

Signer mcampbell@squaxin.us entered name at signing as Marvin E. Campbell
2022-10-25 - 10:29:45 PM GMT- IP address: 174.231.135.244

Document e-signed by Marvin E. Campbell (mcampbell@squaxin.us)
Signature Date: 2022-10-25 - 10:29:46 PM GMT - Time Source: server- IP address: 174.231.135.244

Agreement completed.
2022-10-25 - 10:29:46 PM GMT

Adobe Acrobat Sign

Mason County Service Area Map

Route 8
To Triton Cove

To Bremerton

Hoodsport
HOODSPORT TIMBERLAND LIBRARY
IGA HOODSPORT
L.A. Cushman Rd
8
11
Skok Res
POTLATCH STATE PARK
101
Union
Tahuya
Tahuya River Rd
Belfair Tahuya Rd
Elfendahl
North Shore Rd
Hood Canal
TWANOH STATE PARK
Trails End Rd
BELFAIR STATE PARK
Sand Hill Rd
3
23
BELFAIR PARK & RIDE
Belfair
BELFAIR TIMBERLAND LIBRARY
NORTH MASON HIGH SCHOOL
Allyn
PORT OF ALLYN WATERFRONT PARK
North Bay
Case Inlet
Mason Lake
Mason Benson Rd
21
Grapeview Loop Rd
Purdy Cutoff Rd
McReavy Rd
Mason Lake Rd
1
PICKERING PARK & RIDE
Pickering Rd
Brockdale Rd
McEwan Prairie Rd
SHELTON HIGH SCHOOL
Johns Prairie Rd
Shelton
PEAR ORCHARD PARK & RIDE
SHELTON MATLOCK PARK & RIDE
Oakland Bay
Agate Rd
Crestview Dr
Arcadia Rd
COLE RD PARK & RIDE
Cole Rd
Cloquallum Rd
6
Isabella Lake
Totten Intel
Lynch Rd
Kamilche
Kamilche Pt Rd
KAMILCHE PARK & RIDE
Route 6
To Olympia

See Shelton Service Area Map

Route Number

- 1-Shelton/Belfair via Hwy 3
- 3-Belfair/Bremerton
- 5-Shelton South Loop
- 6-Shelton/Olympia
- 7-Shelton North Loop
- 8-Shelton/Triton Cove/Brinnon
- Z-Shelton Zipper
- 11-Shelton/Lake Cushman
- 21,23

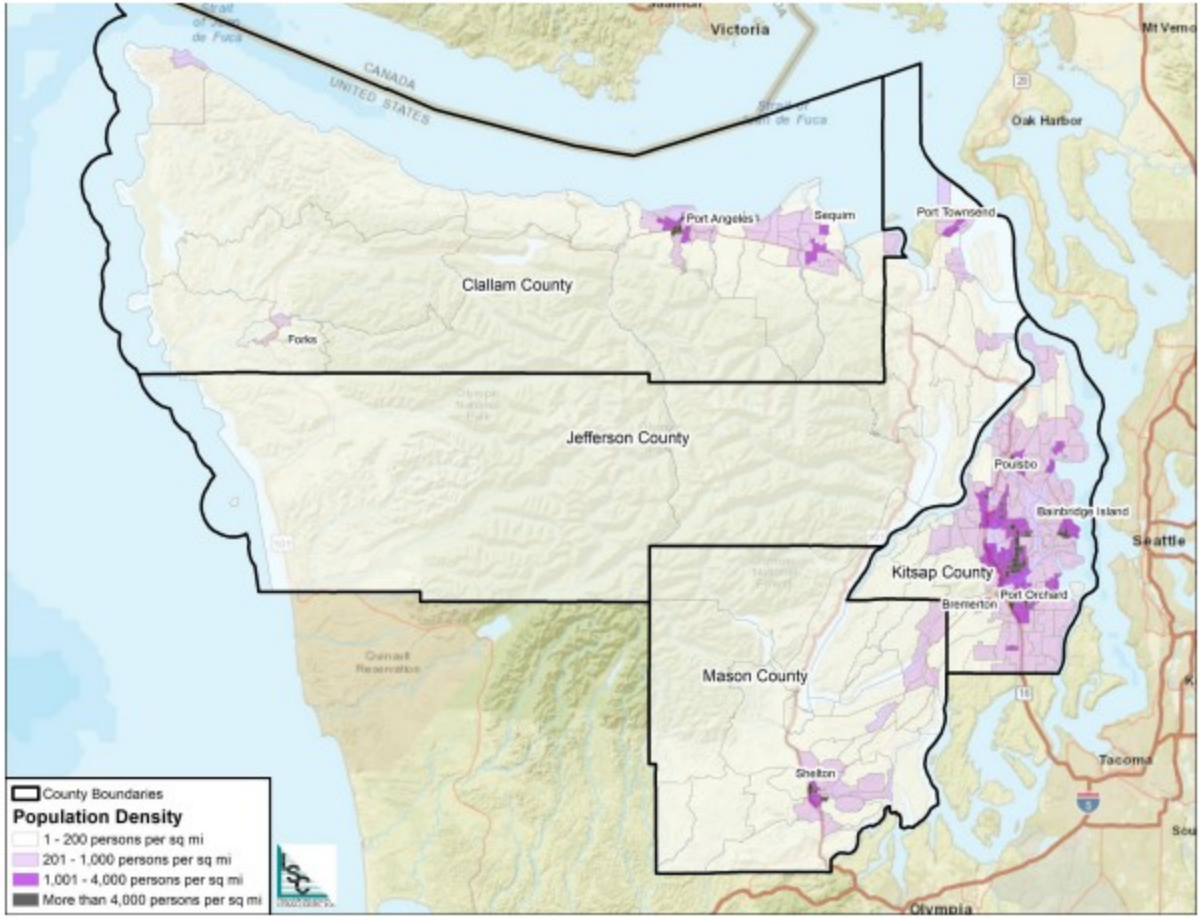
Transit-Community Center

Park & Ride

Point of Interest

MTA

Figure 3: Population Density



GRAYS HARBOR TRANSIT

343 W. Wishkah Street
Aberdeen, WA 98520
Phone: (360) 532-2770 Fax: (360) 532-2784

October 24, 2022

Amy Asher, General Manager
Mason Transit Authority
790 East Johns Prairie Road
Shelton, Washington 98584

RE: Mason Transit's 2023-2025 Consolidated Grant Application submissions to the Washington State Department of Transportation: Operating assistance project to Sustain Demand Response (Dial-A-Ride) Services in Mason County and Capital Vehicle Replacement to purchase three (3) 35' buses that are beyond their useful life.

Dear Amy,

Grays Harbor Transit is pleased to support the grants referenced above being sought by Mason Transit Authority to sustain dial a ride service and to replace three vehicles that are beyond their useful life. This grant presents an opportunity for a rural system like Mason Transit to replace an aging fleet and fulfill its commitment to the community it serves by providing safe and reliable vehicles and continued transit services.

For the past 30 years, Mason Transit Authority has provided valuable transportation access for the elderly, persons with disabilities, low-income, special needs, youth and general public within Mason County, as well as connecting with other neighboring regional transportation systems. Mason transit provides an opportunity to access jobs, education, health care and other essential services for Mason County residents with obvious economic benefits and expanding opportunities to enhance their quality of life.

Grays Harbor Transit is pleased to support Mason Transit Authority's application for funding to sustain existing services and assist in providing needed replacement vehicles to provide safe public transportation in Mason County.

Sincerely,

Ken Mehin, General Manager

63 Four Corners Road, Port Townsend, WA 98368

October 24, 2022

Amy Asher, General Manager
Mason Transit Authority
790 East Johns Prairie Road
Shelton, Washington 98584

RE: Mason Transit's 2023-2025 Consolidated Grant Application submissions to the Washington State Department of Transportation: Operating assistance project to Sustain Demand Response (Dial-A-Ride) Services in Mason County and Capital Vehicle Replacement to purchase three (3) 35' buses that are beyond their useful life.

Dear Amy,

Jefferson Transit is pleased to support the grants referenced above being sought by Mason Transit Authority to sustain dial a ride service and to replace three vehicles that are beyond their useful life. This grant presents an opportunity for a rural system like Mason Transit to replace an aging fleet and fulfill its commitment to the community it serves by providing safe and reliable vehicles and continued transit services.

For the past 30 years, Mason Transit Authority has provided valuable transportation access for the elderly, persons with disabilities, low-income, special needs, youth and general public within Mason County, as well as connecting with other neighboring regional transportation systems. Mason transit provides an opportunity to access jobs, education, health care and other essential services for Mason County residents with obvious economic benefits and expanding opportunities to enhance their quality of life.

Jefferson Transit is pleased to support Mason Transit Authority's application for funding to sustain existing services and assist in providing needed replacement vehicles to provide safe public transportation in Mason County.

Sincerely,

Nicole Gauthier

Nicole Gauthier
Interim General Manager
Jefferson Transit Authority

October 24, 2022

Brian Lagerberg
WSDOT Public Transportation Division
PO Box 47387
Olympia, WA 98504-7387

Ref: Mason Transit's "Operating Assistance Project to Sustain Demand Response Services in Mason County" Project

Dear Mr. Lagerberg,

The Peninsula RTPO is pleased to support the *Operating Assistance Project to Sustain Demand Response Services* Consolidated Grants proposal that Mason Transit Authority is pursuing to sustain Dial-A-Ride service. This project is consistent with PRTPO's 2022 Human Services Transportation Plan and supports the maintenance of existing transportation services, a strategic regional priority.

PRTPO updated its Human Services Transportation Plan in 2022, assessing special needs mobility issues in this highly rural region and identifying coordinated strategies that can meet those needs. Mason Transit actively participated in that process, contributing useful insights and perspectives that ensure projects consistent with this plan support local community needs while building a more resilient regional system for all.

For the past 30 years, Mason Transit Authority has provided valuable transportation access for the elderly, persons with disabilities, low-income, special needs, youth and general public within Mason County, as well as connecting with other neighboring regional transportation systems. Mason Transit connects residents to jobs, education, health care and other essential services with obvious economic benefits and expanding opportunities to enhance their quality of life.

Mason Transit's Dial-A-Ride service provides essential mobility for people who do not drive either due to age, disability, or income. This project supports 2022 HSTP priority strategies and will be amended into the document when PRTPO concludes its evaluation and prioritization process in December.

The Peninsula RTPO is pleased to support Mason Transit Authority's application for funding to sustain existing services. A Consolidated Grants funding award will support local needs and strengthen coordinated human services transportation in the Peninsula region. On behalf of PRPTO, I urge WSDOT to fund this important project.

Sincerely,

Bek Ashby, PRTPO Chair
City of Port Orchard

SQUAXIN ISLAND TRIBE

October 21, 2022

Amy Asher, General Manager
Mason Transit Authority
790 East Johns Prairie Road
Shelton, Washington 98584

RE: Washington State Department of Transportation
2023-2025 Consolidated Grant Applications

Squaxin Island Tribe supports Mason Transit Authority's grant applications to the Washington State Department of Transportation in their funding assistance efforts through the Public Transportation Consolidated Grant Program for the 2023-2025 biennium.

Mason Transit Authority's proposed projects will enable the elderly and persons with disabilities, low-income, special needs, youth, and the general public to access transportation for human services offered both regionally and in Mason County. Regional connections with adjacent transit systems are vital to your communities with obvious personal, social and economic benefits and improved quality of life.

- Operating assistance project - Sustain Demand Response (Dial-A-Ride) Services in Mason County.
- Capital assistance project – Capital Vehicle Replacement to purchase three (3) 35' buses that are beyond their useful life.

Squaxin Island Tribe is pleased to offer our support for Mason Transit Authority's grant applications to sustain existing services and assist in providing needed replacement vehicles to continue to provide excellent public transit services to the citizens and visitors of Mason County.

Sincerely,

Marvin E. Campbell
Marvin E. Campbell (Oct 25, 2022 15:29 PDT)
Marvin Campbell
Tribal Administrator

Consolidated Grant_Draft Letter of Support 2023-2025

Final Audit Report 2022-10-25

Created:	2022-10-25
By:	Melissa Puhn (mpuhn@squaxin.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAISpSHLykL5HaRil137nbnc7nkFDni7OM

"Consolidated Grant_Draft Letter of Support 2023-2025" History

Document created by Melissa Puhn (mpuhn@squaxin.us)
2022-10-25 - 10:27:30 PM GMT- IP address: 216.235.106.129

Document emailed to mcampbell@squaxin.us for signature
2022-10-25 - 10:27:42 PM GMT

Email viewed by mcampbell@squaxin.us
2022-10-25 - 10:29:26 PM GMT- IP address: 174.231.135.244

Signer mcampbell@squaxin.us entered name at signing as Marvin E. Campbell
2022-10-25 - 10:29:45 PM GMT- IP address: 174.231.135.244

Document e-signed by Marvin E. Campbell (mcampbell@squaxin.us)
Signature Date: 2022-10-25 - 10:29:46 PM GMT - Time Source: server- IP address: 174.231.135.244

Agreement completed.
2022-10-25 - 10:29:46 PM GMT

Adobe Acrobat Sign

MASON TRANSIT AUTHORITY

October 22, 2022

Brian Lagerberg
Director of the WSDOT Public Transportation Division
310 Maple Park Ave SE
Olympia, WA 98501

Re: Match Commitment for 2023-25 Consolidated Transit Grants

Dear Mr. Lagerberg,

Mason Transit Authority is excited for the opportunity to apply for the 2023-2025 Consolidated Transit Grant round by submitting two projects for consideration:

- Operating assistance to Sustain Demand Response (Dial-A-Ride) Services in Mason County, and
- Capital Vehicle Replacement to purchase three (3) 35' buses that are beyond their useful life.

As General Manager of Mason Transit Authority, I authorize a 20% match for the capital project and 50% match for the operating project. This match commitment totaling $2,203,088 has also been reviewed and authorized by the Mason Transit Authority Board at their October 18, 2022 meeting. These funds are secured and will be provided for through local sales tax funding.

Thank you for this opportunity to apply.

Sincerely,

Amy Asher, General Manager
Mason Transit Authority

Mason Transit Authority Regular Board Meeting

Agenda Item: New Business – Item 6E – *Actionable*
Subject: Grant Application to WSDOT for Consolidated Grant for 2023-2025 Biennium
Prepared by: Amy Asher, General Manager
Approved by: Amy Asher, General Manager
Date: October 18, 2022

Background:

It is time to submit the Consolidated Grant application to WSDOT for the 2023-2025 Biennium. Consolidated grant funds provide for public transportation improvements such as bus replacements, transportation services in rural communities, and services focused on supporting seniors and those with disabilities. The grants are supported by state and federal funds and are awarded through a statewide competitive process. The deadline for submitting grant applications to WSDOT is October 27, 2022.

Management has prepared one operational project request and one capital vehicle replacement request:

- Operating Assistance Project– Sustain Demand Response (Dial-a-Ride) Services in Mason County.

- Capital Assistance Project – Capital Vehicle Replacement to purchase three (3) 35' Buses to replace rolling stock that are beyond useful life.

In years past, MTA has requested multiple operating grants. Because MTA is still expending the zero match COVID relief funds that can only be used for operations, we will be using those funds to support our fixed route transit operations this next biennium. We will seek one operating grant to support our dial-a-ride service.

Summary: Seeking approval to submit grant application to WSDOT.

Fiscal Impact:

- Operating Assistance Project – Sustain Demand Response (Dial-a-Ride) Services in Mason County. Funding request for 2023-2025 = $1,856,400 with a match of $1,856,400.

- Capital Vehicle Replacement – Funding request: $1,386,754 with a match of $346,688 (20%).

Sales tax revenue will cover the local match for each of these projects.

Staff Recommendation:

Approve the submittal to the Washington State Department of Transportation Consolidated Grant Program of the two projects in substantially the amounts as described in the Fiscal Impact section above.

Motion for Consideration:

Move that the Mason Transit Authority Board authorize the General Manager to finalize, approve, sign and submit the two grant applications for the 2023-2025 Consolidated Grants program.