Section 5310 Grant Application Scoring Criteria

Category	Points Possible	Points Awarded
Risk Assessment (Scored separately by staff)	10	
Applications Completeness (Scored by staff)	10	
Proposed Service Improvements	25	
Regional Transportation Needs	10	
Performance Measures	20	
Management	10	
Financials	15	
Total	**100**	

Project Title:

Applicant:

Name of Committee Scorer:

FY21 Section 5310 Grant Application Scoring Form

Instructions: Please provide a score for each question using the scoring criteria provided (listed under the "Score" column) beginning with **Category: Proposed Services Improvements (25 points)**.

Category: Application Completeness (10 points) _(STA Staff to score this section before Scoring Committee review)_. If this section is blank, please contact Madeline Arredondo at marredondo@spokanetransit.com.

Is the application complete with all required information needed to score?

Criteria	Comments	Score
To what extent are agency responses included for each application questions? Are any items missing or needing more relevant information? _3 points_		0 points if any questions missed or incomplete. 3 points if all responses provided and compete. _____
What required attachments did the agency submit for review/approval? Were any items missing or lacking information? _2 points_		0 points if any items missing or incomplete. 2 points if all attachments provided and complete. _____
What population will the project serve? _5 points_		1-3 points for seniors or individuals with disabilities served exclusively. 4-5 points if the project serves seniors and/or individuals with disabilities that have medical conditions or other needs that are considered high risk. _____
Total Score _Out of 10 possible points_		

Category: Proposed Service Improvements (25 points)

Does the project description include a direct benefit to seniors and/or persons with disabilities? Does this description also address a need not being met in the community?

Criteria	Comments	Score
Does the proposed project provide a service that directly benefits seniors and/or persons with disabilities? *5 points*		0 points if the proposed project does not clearly demonstrate that it will provide a direct benefit to seniors and/or persons with disabilities. 1-3 points if the proposed project will provide a direct benefit to seniors and/or persons with disabilities. 4-5 points if the proposed project provides a direct benefit to seniors and/or persons with disabilities and fills a transportation gap not currently provided in the community. _____
What barriers will this project seek to overcome in providing transportation options to seniors and individuals with disabilities? *10 points*		0 points if the barriers are not identified. 1-6 points if barriers are identified and the project provides the needed resources. 7-10 points if the project addresses unique or significant barriers by providing tailored and/or specialized transportation options for seniors and individuals with disabilities. _____
Based on the methodology and/or information provided will the project provide a significant benefit to seniors and individuals with disabilities? *10 points*		0 points if the estimate for the number to be served by the project is not supported by current data. For operating/rolling stock projects: 1-6 points if the estimate for the number to be served by the project is supported by current data. 7-10 points if the estimate for the number to be served by the project is supported by current data and primarily benefits seniors and/or individuals with disabilities (75% or greater) with more points weighted to projects that serve more people overall. **For construction projects:** 1-6 points if the project is located in a census tract with a percentage of the population that are seniors and/or households with a disability that is higher than the county average. 7-10 points for projects that directly improve accessibility for destinations, activity centers and transportation facilities that have a demonstrably higher rate of use by those that are seniors or individuals with

		disabilities, with more points weighted to locations with higher demand.
		_____
Total Score *Out of 25 possible points*		

Category: Regional Transportation Needs (10 points)

Does the project identify gaps and unmet needs in the context of the regional transportation system?

Criteria	Comments	Score
What specific needs/strategies from the *Spokane County Coordinated Public Transit-Human Services Transportation Plan* will this project meet? *10 points*		1-6 points if needs/strategies identified. 7-10 points if more than 5 needs and strategies identified and how the project will meet them. _____
Total Score *Out of 10 possible points*		

Category: Performance Measures (20 points)

How does the applicant intend to measure the benefit provided by the project, according to the performance measures described in the logic model?

Criteria	Comments	Score
Does the proposed project increase or enhance the availability of transportation services for seniors and/or individuals with disabilities? *10 points*		0 points if the project does not increase or enhance transportation services. 1-6 points if the project increases OR enhances transportation services. 7-10 points if the project increases AND enhances transportation services. _____
What methodology will be used to gather data regarding one-way trips provided quarterly for seniors and individuals with disabilities? *10 points*		0 points if the methodology is not provided or wholly inadequate. 1-6 points if the methodology proposed is relatively clear but is questionable in its reliability or the applicant's ability to gather the data. 7-10 points if the methodology proposed is clear, appears reliable and/or the applicant is able to gather the data. _____
Total Score *Out of 20 possible points*		

Category: Management (10 points)

Based on information provided in the application, does the applicant demonstrate the capacity to administer a federal transportation project?

Criteria	Comments	Score
What qualifications/experience does the management team describe? *5 points*		0 points if no experience. 1-3 points if management team has experience/qualifications providing transportation services. 4-5 points if management team has experience/qualifications providing transportation services using federal funding. _____
How will the agency continue this project or sustain (for capital projects) services after project expiration? *5 points*		0 points if project will not continue. 1-3 points if project will continue with 5310 funding. 4-5 points if project will continue without 5310 funding. _____
Total Score *Out of 10 possible points*		

Category: Financials (15 points)

Based on the budget information provided in the application, does this project have a high potential for success?

Criteria	Comments	Score
What other funding sources have been committed to this project? *5 points*		0 points if no response provided. 1-3 points for at least one funding commitment that may include in-kind contribution. 4-5 points at least two funding commitments including grant and/or donations. _____
Is this project contingent upon other funding commitments? Indicate, if applicable, any interrelated projects that are seeking funding, either through the current call for projects or other funding sources, that are necessary to implement the requested project? *5 points*		1-3 points if the project is contingent on other funds. 4-5 points if the project is not contingent on other funds. _____
Is the project feasible to implement with less funds than requested? If so, what changes		0 points if project is not scalable. 1-2 points if project is scalable and provides a description of changes.

would be made to address a lower award amount than requested? *2 points*		_____
Are line items in the budget table clearly described in the budget narrative, including the basis for each cost (cost estimates, quotes, actual data, etc.)? *3 points*		0 points if unclear. 1-3 points if budget line items are clearly described and supported by documentation. _____
Total Score *Out of 15 possible points*		
Total Project Score Out of possible 100 points		

Signed:

_____   _____

Name, Title   **Date**