

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

RESOLUTION

MOTION: _____

RESOLUTION NO. 09-04-____
OFFICIAL COMMISSION MEETING
APRIL 2, 2009

SECOND: _____

RE: SUPPORT FOR THE PRINCE WILLIAM AREA AGENCY ON AGING NEW
FREEDOM GRANT APPLICATION

WHEREAS, the Prince William Area Agency on Aging and PRTC are frequently asked to address unmet mobility needs of the area's older adults and people with disabilities; and

WHEREAS, neither organization has the financial wherewithal to expand services on a publicly financed basis; and

WHEREAS, a "mobility management plan" that seeks to harness all the resources in the area (including but not limited to volunteer transportation programs) is seen by both organizations as a necessary first step for trying to address these needs; and

WHEREAS, a federal discretionary grant program – *New Freedom* – is a plausible source of funding for the development of a "mobility management plan"; and

WHEREAS, the Prince William Area Agency on Aging has asked PRTC to partner with it on the pursuit of this grant application and the preparation of a "mobility management plan" if the grant is awarded as proposed; and

WHEREAS, the Prince William Area Agency on Aging has proposed that its partnership with PRTC take the form of PRTC assuming responsibility for the procurement of a consultant to assist in the preparation of this plan and the management of the consultant effort thereafter; and

WHEREAS, PRTC is well-suited to assume this responsibility, inasmuch as transportation is PRTC's forte and PRTC is well-versed in procurements and contract management of transportation planning work; and

ITEM 12-B.3

(10 PAGES)

WHEREAS, costs PRTC would incur if it were to assume these responsibilities would be covered by the *New Freedom* grant budget; and

WHEREAS, PRTC'S input for the grant application for *New Freedom* grant funding must be submitted to the Agency no later than April 8, 2009, with an accompanying expression of support including PRTC's endorsement/stated willingness to partner with the Prince William Area Agency on Aging.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby endorse the Prince William Area Agency on Aging's *New Freedom* grant application.

BE IT FURTHER RESOLVED that the Commission also approves a letter communicating this endorsement and PRTC's willingness to partner with the Prince William Area Agency on Aging on the pursuit of the grant application and development of the mobility management plan assuming that the grant is awarded.




Potomac and Rappahannock
Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

April 2, 2009

TO: Chairman May and Commissioners

FROM: Alfred H. Harf 
Executive Director

RE: Support for the Prince William Area Agency on Aging New Freedom Grant
Application

Recommendation:

Authorize the Executive Director to sign and send a letter expressing support for the subject grant application, and affirming PRTC's willingness to serve as a partner in the venture.

Background:

Both the Prince William Area Agency on Aging (hereinafter referred to as the "Agency") and PRTC are repeatedly asked by older adults and people with disabilities for transportation services that are beyond the reach of PRTC's bus services and the Agency's own transportation services to senior centers and adult day care facilities. Neither organization has the wherewithal to do so, and a planned shift in County financial assistance from the Agency's transportation services beginning in FY 2010 will diminish its current capabilities further. Mindful of this, the Agency's Director Courtney Tierney convened stakeholders (including PRTC and County transportation staff) for a series of meetings over the past two months to discuss mobility problems facing resident older adults and people with disabilities, and steps that might be taken to address them¹. County transportation staff suggested that the federal *New Freedom* discretionary program might be a source of one-time funding for problem-solving, and the stakeholders agreed that the Agency would (with the approval of the Office's governing bodies) seek *New Freedom* funding for the development of a "mobility management plan" (hereinafter referred to as "the plan"). The Agency will be submitting a request for authorization to apply for the grant to the Prince William Board of County Supervisors in April.

¹ The meetings were also intended to respond to a directive from Prince William County Supervisor Frank Principi asking Agency staff to address the same issues, and Supervisor Principi, his chief of staff, and an aide to Prince William County Supervisor Mike May also participated in one or more of the meetings.

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The stakeholders are keenly aware of the fact that public funds are in exceptionally short supply, and therefore the plan is broadly seen as one that will need to maximize reliance on volunteer transportation services and partnerships with existing service providers in order to be viable. The grant application envisions the *New Freedom* funding being used to retain a contractor to develop the plan, beginning with a thorough inventory of who is providing transportation service on a voluntary basis (e.g., faith-based institutions) and on a fee-for-service basis, to establish opportunities and constraints. On the advice of Prince William County transportation staff, the grant application will seek \$150K on an 80:20 match basis, with the 20% match coming from County funds that the Agency has requested for its FY2010 County appropriation².

The Agency has asked PRTC whether it would be willing to partner in this venture, meaning manage the procurement of the contractor and the contractor's work thereafter in developing the plan. The Agency fashions PRTC as best qualified to assume this responsibility, inasmuch as transportation is PRTC's forte, and PRTC is well-versed in procurements and contract management of transportation planning work. PRTC management has concluded that it can handle this without additional staff, though a nominal amount of the funding allotted for the planning effort would be tapped to defray PRTC's out-of-pocket expenses and management time devoted to this effort. The grant application would pledge a product (the plan) within two years of the receipt of the grant, and the scope of work would be structured to seek early "wins" to enhance accessibility by older adults and people with disabilities in advance of the full plan's completion. One of those early "wins" may well be a volunteer-sponsored transportation service for older adults and people with disabilities to access the senior centers, since the existing van service being provided by the Agency for this purpose will cease as of July 1, 2009, in light of the funding reduction.

If the Commission is comfortable having PRTC assume this "partnering" role, a letter of support affirming PRTC's willingness to serve as a partner would be necessary, and a draft letter has been prepared (attached) for the Commission's review and approval. According to Ms. Tierney, PRTC's element of the application³ must be submitted to the Agency no later than April 8th, so time is of the essence.

I should add that PRTC is lending its assistance to the Agency in other ways already, having agreed to serve as a member of a pair of local teams being assembled by Ms. Tierney for two Easter Seals-sponsored, several day training programs in the DC area scheduled for later this

² The Area Agency on Aging currently receives about \$250,000/year from state and local (principally Prince William County) sources for transportation and expects this to be reduced to \$100,000 in FY 2010.

³ PRTC's element of the application means the resolution proposed here and the letter of endorsement.

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spring/early summer. The training programs are designed to inspire "out-of-the-box" thinking about how problems of this sort are being solved elsewhere, featuring experts and "best practices" experiences drawn from elsewhere. The Agency and PRTC management see these training programs as excellent foundational work for the development of the plan. While Easter Seals has stipulated that a team selected for one program will not be selected for the other, Ms. Tierney intends to apply for both because the prospects for selection in either of them are uncertain. There is no cost for these training programs (other than the staff time devoted to them), and they are competitively awarded. Copies of the program announcements are attached here for the Commission's perusal.

Fiscal Impact:

Not applicable.

Attachments: As stated

Dear _____:

This letter constitutes an endorsement of the Prince William Area Agency on Aging's (Agency) application for a federal *New Freedom* grant application that envisions the preparation of a mobility management plan ("the plan") for the greater Prince William area of Northern Virginia. It also affirms the Potomac and Rappahannock Transportation Commission's (PRTC) willingness to partner with the Agency in the preparation of this plan, meaning that PRTC is prepared to assume responsibility for the procurement of a consultant to assist in the preparation of the plan and the management of the consultant's efforts thereafter. As the area's public transportation provider, PRTC is well-suited for this role, having a keen awareness of the mobility problems confronting resident seniors and people with disabilities who are beyond the reach of existing transit services.

PRTC is eager to see a plan of this sort produced, fashioning it as a logical extension of already adopted plans for expanded public transit services where such services are warranted. These adopted plans envision expanded transit services being expanded incrementally, and even after they are fully realized, mobility challenges will remain, since some will reside beyond the reach of the transit services and others will not be able to use them for physical, mental, or other reasons.

At its meeting on April 2, 2009, PRTC's governing board adopted a resolution authorizing this expression of support and willingness to partner with the applicant. On behalf of PRTC, I urge your favorable consideration of the application.

Sincerely,

Alfred Harf
Executive Director



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About NCST

Our mission is to increase transportation options for older adults and enhance their ability to live more independently within their communities throughout the United States.

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**2009 Mobility Planning Services Institutes
Where disability, senior services, and transportation leaders meet to forge strong community partnerships...**

Senior Transportation Institute (NEW!)
June 15-18
Westin Washington DC City Center
Washington, D.C.
[Apply to the Senior Transportation Institute before April 3.](#)

Accessible Community Transportation Institute
July 12-15
Renaissance Washington Hotel
Washington, D.C.
[Apply to the Accessible Community Transportation Institute before April 3.](#)

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Why Subscribe?

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Easter Seals is pleased to announce the expansion of the popular training program formerly known as Easter Seals Project ACTION's Mobility Planning Services Institute, or "MPS." The new Mobility Planning Services Institutes are two separate 2009 training opportunities, 1) the Accessible Community Transportation Institute, and 2) the Senior Transportation Institute. Communities may submit applications for one or both institutes. However, team membership requirements vary for each, and the same community will not be selected for both institutes.

Senior Transportation Institute Application

[Download the 2009 MPSI brochure in PDF format](#) | [Download the 2009 MPSI brochure in plain text](#)

About the Easter Seals 2009 Mobility Planning Services Institutes

Disability advocates, older adult and human services providers, and transportation providers agree: reliable, accessible transportation is key to a full life in the community. Regardless of age and ability, residents need to get around within their communities to take advantage of services, see the doctor, shop for necessities, visit with friends and family, and participate in community and social life.

Although nearly all service providers agree about the need for accessible, reliable transportation, they do not always agree on a formula for removing barriers and successfully meeting the need.

Does your community have leaders willing to work together to tackle local transportation issues (e.g., funding, service gaps, service coordination), remove barriers, and find solutions?

One of the Mobility Planning Institutes may be the perfect place to bring those leaders to the table to start the process! They will be supported in creating and maintaining strong and equal linkages among the disability and/or senior services communities and transportation industry. The process also:

- Attracts commitment at the highest levels of your organizations to work on transportation solutions;
- Fosters learning and networking among colleagues working in communities like yours across the U.S.;
- Provides team members an opportunity to learn from disability, and/or aging, and transportation industry leaders as you develop your plan;
- Provides tools and technical assistance both during and after the institutes.

What is a Mobility Planning Services Institute and what are the benefits?

Each institute begins with your team's selection to participate in it, continues through the team's development of an action plan, and extends through follow-up training and technical assistance the team receives post-event for 12 months from institute faculty members and staff of Easter Seals Project ACTION and the National Center on Senior Transportation.

What happens at a Mobility Planning Services Institute?

You will be seated as a team to hear from experts, discuss and plan on your own, and consult with faculty members nationally recognized for their expertise.

Separately, your team members will attend breakout sessions on special topics. Past topics have included funding, marketing, effective advocacy, service coordination, rural systems, improving fixed-route ridership, and many other community-based issues.

As the three days progress, you will write a plan (bring a laptop!) and describe it to the group in a closing session.

It's not all work; breaks and exercises are designed and included to support your needs for rest and recharging.

The overall atmosphere of the institutes is relaxed, with plenty of support for sensitive problem-solving.

What do you need to know about applying?

Applications for both institutes will become available online in early January, and the deadline for submission online will be April 3. Therefore start now by deciding which institute is right for you, and then form your team. Communities may submit applications for one or both institutes. However, team membership requirements vary for each, and the same community will not be selected for both institutes.

Communities form their own teams and collectively submit the application(s). Any individual can initiate the formation of a team, so feel free to take that initiative!

Applying for: Senior Transportation Institute June 15-18

The team must have four individuals.

Only 10 teams will be selected for the Senior Transportation Institute by the National Center on Senior Transportation. The selected teams will be notified in mid-April.

Your team must include at least one representative from the transportation industry. Public transportation providers must be included unless your community is not served by public transit. Your team must also include a representative from aging services.

If an Area Agency on Aging staff member is not included on the team, a letter of support from the AAA is required.

Applications will be accepted online only, and not by mail or fax. Be sure to answer the application questions thoroughly and thoughtfully.

Members of your institute's team should be individuals who:

- Have established leadership roles within their organization or community;
- Have the authority to implement action plans;
- Can connect with target groups who will benefit from improved transportation service for older adults;
- Acknowledge that improvements are warranted;
- Value flexibility and creativity;
- Have the time and motivation to follow through on action plan activities following the Institute.

Suggested team members include:

- Older adults who use public transportation and advocate for community change;
- Community or public transportation providers (board members, general managers, division directors, administrators, customer service managers, state D.O.T. personnel);
- Area Agency on Aging executive staff;
- Municipal/county personnel and elected officials (administrators, chief traffic/public works engineers, metropolitan or rural planning developers, city council members and county commissioners);
- Private or volunteer transportation providers (board members, directors, managers);
- Aging service providers (executive directors; aging network managers; long-term care providers; travel training, orientation, and mobility program directors).

Applying for: Accessible Transportation Institute July 12-15

The team can be as small as three and as large as five individuals.

Only 15 teams will be selected (ESPA typically receives about 40 applications). The selected teams will be notified in mid-April.

Each team must include a person with a disability who uses public transportation, and a transportation professional.

Applications will be accepted online only, and not by mail or fax. Be sure to answer the application questions thoroughly and thoughtfully.

Members of your institute's team should be individuals who:

- Have established leadership roles within their organization or community;
- Have the authority to implement action plans;
- Can connect with target groups who will benefit from improved transportation service;
- Acknowledge that improvements are warranted;
- Value flexibility and creativity;
- Have the time and motivation to follow through on action plan activities following the

institute.

Past team members have included:

- Individuals with disabilities who use community transportation and advocate for community change;
- Public transportation providers (board members, general managers, division directors, compliance administrators, customer service managers, paratransit eligibility determination personnel, state Department of Transportation personnel);
- Municipal/county personnel and elected officials (administrators, chief traffic/public works engineers, metropolitan or rural planning developers, city council members, county commissioners);
- Private transportation providers (board members, directors, managers);
- Human service providers (executive directors, disability and aging network managers, travel training, orientation, and mobility program directors, employment services directors, and centers for independent living directors);
- Management-level school personnel (special education directors, principals, assistant principals, board members).

What are the travel and lodging arrangements for the institutes?

Financial considerations

Each participant will be reimbursed for allowable travel expenses when specific instructions are followed. These instructions will be given to each participant in advance. Allowable travel expenses would include air and ground transportation, lodging, and meals that are not included in scheduled activities.

At the conclusion of the event, each team member will be given an expense report form with specific instructions on how to complete it. Reimbursements will be made to each team member after completed expense reports have been processed. Each team member is responsible for attaching all original receipts for all allowable expenses.

Air and ground transportation

Coach class airfare, ground transportation, tolls and parking will be considered as allowable expenses. Rental cars for transportation will need pre-approval from ESPA or NCST to be eligible for reimbursement, and should not exceed the cost of air travel. If a participant is not able to make his or her own air travel arrangements, ESPA or NCST will make such arrangements through the organizations' travel desk.

Lodging

A block of rooms will be reserved for team members at the institute's hotel. Once teams are selected, team members will be responsible for making their own reservations. At the conclusion of the institutes, each team member will be placed on the ESPA or NCST master bill, and will, therefore, not be charged for their room. A personal credit card is required to make reservations and to cover additional expenses.

Meals outside the event

Meals will be served during scheduled events and arrangements will be made to accommodate dietary and special requests. Meals purchased outside event times will be considered allowable expenses when itemized receipts are included.

Personal attendants


Team members needing services from personal attendants may choose to bring someone or request one to be hired in Washington, D.C. All costs for personal attendants including travel, lodging, meals and wages, are reimbursable expenses. Personal attendants are not counted in the team total membership of three to five members for the Accessible Community Transportation Institute and four members for the Senior Transportation Institute.

Additional instructions will be given after teams are selected. Each team member will receive a list of allowable expenses. Items/services desired but not on the list must be requested in advance by email or phone call in order to be considered for approval.

For further information

If you have questions about the 2009 *Senior Transportation Institute*, contact **Lisa Tucker** at ltucker@easterseals.com.

If you have questions about the 2009 *Accessible Transportation Institute* or would like to talk with past institute participants, contact **Penny Everline** at (800)659-6428 or peverline@easterseals.com.

 Send this to a friend

Higher Energy Prices Disproportionately Affect Older Americans

The NCST is finding that many transportation and human service agencies are reporting increased concerns for the future of services for older adults, especially programs that directly and indirectly rely on transportation. Agencies that serve older adults are cutting services in response to the current economic conditions, even while demand for these services is rising. Transportation, meal delivery, home health aid, and volunteer programs are the hardest hit.

n4a Survey: Seniors Stranded

n4a's survey titled *Seniors Stranded: Escalating Costs Leave Aging Services Programs Struggling*, provides a comprehensive look at the impact of the current economy on a wide array of aging programs coordinated by **Area Agencies on Aging** and **Title VI Native American** aging programs. The findings reinforce earlier evidence that particular aging services are immediately and particularly vulnerable to rising costs.

The survey found that more than half of the AAAs reported an increase in the number of seniors on their waiting lists for services, as compared to last year. Transportation and home delivered meals were among the most in demand. It was also reported that fuel costs directly impacted volunteer programs and AAA and Title VI transportation services resulting in a reduction in the number of scheduled trips for these agencies.

n4a reported that approximately 8 million older adults who are helped annually by the Older Americans Act programs will suffer in 2009 if the costs borne by aging services programs continue to escalate while funding remains static.

Beverly Foundation Report: Impact of Fuel Costs on Volunteer Driver Programs

The **Beverly Foundation's** recent survey found that volunteer driver programs expressed concerns about how fuel costs will affect driver recruitment and retention. Fuel costs were of particular concern to programs that involve a large number of older adults on limited incomes, and ones located in rural areas that require long distance trips.

APTA Survey: Impact of Rising Fuel Costs on Transit Services

In May the **American Public Transportation Association** completed a survey on the impact of rising fuel costs on transit agencies. APTA member agencies are experiencing a rapid increase in fuel and electricity prices affecting agency budgets, fare policies, operations, and fuel purchasing strategies.

The good news is that nearly all agencies reported an increase in ridership. The bad news is that increased fare revenue is unable to offset the increases in fuel costs, and transit agencies are looking at reducing services along with the increased fares to compensate for the rising fuel costs. Many agencies also reported difficulty in securing long-term fuel contracts, leaving them more vulnerable to future fuel increases.

Meals On Wheels Association of America Survey

Meals On Wheels programs have to contend with the rising gas and food prices in the recent US economy. The **Meals On Wheels Association of America** surveyed their member associations and found that routes, food quality, and services were being cut drastically in response to the rising food and fuel costs. Some programs reported delivering a weeks worth of frozen meals once a week instead of fresh hot food daily, thus reducing the number of human interactions some homebound seniors have.

CTAA Fuel Program: Community Transportation Energy Management Initiative

In response to hardships caused by the rising fuel costs, the **Community Transportation Association of America** developed a new *Community Transportation Energy Management Initiative*. This initiative offers CTAA member agencies a complete set of energy saving programs and solutions.

CTAA used the aggregated purchasing power of its member agencies to secure bulk fuel, electric and natural gas services, thus providing a variety of solutions to meet CTAA member needs. Visit the **CTAA Web site** to read about the facets of this program — including fuel saving measures, utility audits, capital programs, and help building fueling facilities.

The New York Times: As Gas Prices Soar, Elderly Face Cuts in Aid

The **New York Times** July 5 article *As Gas Prices Soar, Elderly Face Cuts in Aid*, reports on the added hardships senior services programs face, and how more seniors are being stranded without services they need. Gas prices have had an impact on services such as home health aids and meal delivery programs in rural areas.

[NCST news archives](#)

The National Center on Senior Transportation is funded through a cooperative agreement with the U.S. Department of Transportation, Federal Transit Administration and with guidance from the U.S. Administration on Aging. NCST is administered by **Easter Seals Inc.** in partnership with the **National Association of Area Agencies on Aging (n4a)**.

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