

Public Transportation Division

GRANTS PROGRAM EVALUATION:

2017 GRANTS PROGRAM ADVISORY COMMITTEE PROCESS NOTES

The purpose of this document is to provide a summary of recent stakeholder engagement to examine the grant programs administered by WSDOT's Public Transportation Division.

Since 2005, WSDOT has engaged a diverse group of stakeholders in a biennial grants program examination through the Grants Program Advisory Committee (GPAC), as outlined in [RCW 47.66.080](#).

For the 2017 GPAC process, stakeholder engagement consisted of three workshops across the state. The purpose of these workshops was to determine whether policy and process improvements are needed for state-administered transportation grants and, if applicable, generate reasonable, actionable improvement ideas.

WHAT WE HEARD: POLICY

The table below shows policy items and next steps based on the 2017 GPAC process from workshops, individual interviews and an online survey.

GRANT PROGRAM	POLICY ITEMS	NEXT STEPS
Consolidated	Examine process for Regional Transportation Planning Organization engagement in selection of projects (A, B, C rankings)	<ul style="list-style-type: none"> Working group of stakeholders and WSDOT staff to develop a recommendation by February 2018
	Ensure continuity of funding for returning operating projects	<ul style="list-style-type: none"> Working group of stakeholders and WSDOT staff to develop a recommendation by February 2018
	Examine minimum local match requirement	<ul style="list-style-type: none"> WSDOT to apply the match directed by the proviso in the 2017-19 transportation budget to all projects
	Review policy of providing full funding for awarded operating projects	<ul style="list-style-type: none"> WSDOT to share additional information about continuing current full-funding policy based on rationale, transparency and award outcomes
VIP	Examine definitions, award prioritization and expansion policy	<ul style="list-style-type: none"> WSDOT and WSTA Vanpool Committee to develop recommendations by September 2018
CTR/VIP	Expand the use of incentives	<ul style="list-style-type: none"> WSDOT, Legislature and Office of Financial Management to determine if incentives should be used to promote vanpool and CTR
RMG	Coordinate with WSDOT regions and stakeholders	<ul style="list-style-type: none"> WSDOT to work with regions and stakeholders to identify and implement improvements before the 2021-23 Biennium

2017 GPAC

PROCESS SNAPSHOT

FIVE GRANT PROGRAMS EXAMINED:

- 1 Consolidated Grant Program
- 2 Vanpool Investment Program (VIP)
- 3 Commute Trip Reduction Program (CTR)
- 4 Regional Mobility Grant Program (RMG)
- 5 Puget Sound Transit Coordination Program

THREE FOUR-HOUR WORKSHOPS:

- 1 Spokane: September 14, 2017
- 2 Everett: October 5, 2017
- 3 Olympia: October 24, 2017

49 PARTICIPATING ORGANIZATIONS

54 SURVEY RESPONDENTS

- Overall GPAC workshop rating (scale of 1-5): 3.94

WHAT WE HEARD: PROCESSES

The table below shows process items that are actionable and will be incorporated into the 2019-21 grant cycle.

GRANT PROGRAM	PROCESS ITEMS	NEXT STEPS
All Programs	Address timelines/applications	<ul style="list-style-type: none"> Stagger grant application cycles Increase time between application open and close
	Streamline forms/applications	<ul style="list-style-type: none"> Revise and test forms/applications internally and externally prior to release Clarify submittal process
	Increase training	<ul style="list-style-type: none"> Develop a more robust grants management training curriculum, including recorded webinars and 6-8 regional in-person trainings Release Transit Asset Management Plan guidance in March 2018 and conduct four regional in-person trainings
	Increase communication	<ul style="list-style-type: none"> Release grant cycle timelines and key application dates in January 2018
VIP	Address timeline/application	<ul style="list-style-type: none"> Open solicitation in March 2019 to allow grantees more time to purchase vehicles Increase solicitations to twice a biennium

WHAT'S NEXT?

- **DEC. 2017–MARCH 2018:**
 - WSDOT works with stakeholders to refine options and make recommendations for changes in the 2019-21 grant cycle
 - WSDOT makes process, training and communication improvements
- **APRIL 2018:**
 - WSDOT communicates to applicants and stakeholders the policy and process changes

MORE INFORMATION

Nicole Patrick

Washington State Department of Transportation

(360) 705-6930

patricn@wsdot.wa.gov

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