

Public Act 93-0185:
Interagency Coordinating Committee on Transportation

Report to
Governor Rod R. Blagojevich
and
Illinois General Assembly

Prepared by
Interagency Coordinating Committee on Transportation
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Interagency Coordinating Committee on Transportation
Report to the Governor and General Assembly of Illinois
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ACKNOWLEDGEMENTS

This report is one of several important outcomes of the Interagency Coordinating Committee on Transportation (ICCT) to encourage the coordination of public and private transportation services, with priority given to services directed toward those populations who are currently not served or who are underserved by existing public transit, specifically low-wage workers, seniors, individuals with disabilities, and rural communities.

This Committee was created through Public Act 93-0185 by the Illinois General Assembly and Governor Rod R. Blagojevich in July 2003.

The ICCT has successfully involved all state agencies that fund transportation programs for disadvantaged populations, along with related non-governmental service agencies. Chaired by the Office of the Governor, the ICCT is co-chaired by the Illinois Department of Transportation, and Work, Welfare and Families, a statewide not-for-profit agency. Additional members of the Committee include:

Illinois Dept of Human Services (DHS)	Illinois Dept of Healthcare and Family Services (DHFS)	Illinois Dept of Commerce and Economic Opportunity (DCEO)
Illinois Dept on Aging (DoA)	Illinois Dept of Employment Security (IDES)	Illinois Dept of Public Health (IDPH)
Illinois Council on Developmental Disabilities (ICDD)	Rides Mass Transit District	Illinois Public Transportation Association (IPTA)
Illinois Association of Rehabilitation Facilities (IARF)	Rural Transit Assistance Center (RTAC)	Illinois/Iowa Center for Independent Living (IICIL)
Rural Partners	Illinois Retail Merchants Association (IRMA)	AARP Illinois

The Committee extends its gratitude to the legislators whose leadership led to the development of the ICCT, including Honorable State Representatives David Winters and Julie Hamos, and the Honorable U.S. Senator Barack Obama, formerly of the Illinois Senate.

The Committee also expresses its gratitude to Governor Blagojevich, and the leadership that he and his office have shown in this endeavor under the direction of Ms. Louanner Peters, Deputy Chief of Staff – Social Services, and to all of the seated state agencies and their Secretaries and Directors for contributing expert staff and valuable state resources to create Illinois' most successful interagency effort on transportation for the disadvantaged.

In particular, the Committee acknowledges Secretary Timothy W. Martin (IDOT), Secretary Carol Adams (DHS); Director Barry Maram (DHFS); Director Brenda Russell (IDES); Director Charles Johnson (DoA); Director Eric E. Whitaker M.D. (IDPH); and Director Jack Lavin (DCEO); as well as the Illinois Council on Developmental Disabilities (ICDD). The Committee also appreciates the time and expertise shared by all of its non-governmental partners including the Illinois Rural Transit Assistance Center (RTAC); Illinois/Iowa Center for Independent Living (IICIL); Illinois Public Transportation Association (IPTA); Rides Mass Transit District; Illinois Association of Rehabilitation Facilities (IARF); Work, Welfare and Families; Rural Partners; AARP Illinois; and the Illinois Retail Merchants Association (IRMA).

The Committee recognizes the contributions of many individuals and organizations whose participation during the past two years has ensured a greater understanding of solutions and issues facing localities as they attempt to fill gaps in service to transport area workers to job locations, broaden coverage for disadvantaged populations, and seek new transportation services for rural areas. Those contributing individuals and organizations include Bryna Helfer, Federal Transit Administration; Carolyn Brown Hodge, Office of the Lieutenant Governor; the Illinois Institute for Rural Affairs at Western Illinois University; YWCA of Bloomington; Northwestern Area Agency on Aging; Chicago Area Transportation Study (CATS); Developing Communities Project (DCP); Northeastern Illinois Planning Commission (NIPC); University of Illinois at Chicago (UIC); PACE; Springfield Community Federation; First Transit NETSPAP; Illinois Housing Development Authority; Ounce of Prevention Fund; Illinois Early Learning Council; South Central Community Organizing Project; Boone-Winnebago Workforce Investment Board; River Valley Workforce Investment Board; Elgin Area Chamber of Commerce; Lake County Community Action Partnership; and the North by Northwest Transportation Task Force.

Interagency Coordinating Committee on Transportation (ICCT)

ABSTRACT

OUTLINE OF ACTIVITIES TO DATE

Enabling Legislation – Public Act 93-0185, enacted in July 2003.

Purpose of the Legislation – To create the Interagency Coordinating Committee on Transportation (ICCT) to research and provide recommendations on ways to broaden and reduce duplication of transportation service coverage to help disadvantaged populations gain adequate access to work, work-related services and life-sustaining activities for health and well-being.

State and Local Agencies Involved with the ICCT – Office of the Governor; Illinois Department of Transportation (IDOT); Work, Welfare and Families; Illinois Department of Human Services (DHS); Illinois Department of Healthcare and Family Services (DHFS); Illinois Department of Commerce and Economic Opportunity (DCEO); Illinois Department on Aging (DoA); Illinois Department of Public Health (IDPH); Illinois Department of Employment Security (IDES); Illinois Public Transportation Association (IPTA); Rural Transit Assistance Center (RTAC); Illinois Association of Rehabilitation Facilities (IARF); Illinois Council on Developmental Disabilities (ICDD); Illinois/Iowa Center for Independent Living (IICIL); Rides Mass Transit District; Rural Partners; Illinois Retail Merchants Association (IRMA); and AARP Illinois.

ICCT Accomplishments and Impacts that Address Requirements of Enabling Legislation:

- Conducted Illinois' first comprehensive planning process to address systemic issues affecting job access and the coordination of transportation for disadvantaged populations, following two incomplete attempts in prior years;
- Developed first Illinois strategic plan for action on statewide transportation coordination, led by IDOT and involving all state agencies that oversee transportation programs for disadvantaged populations;
- Developed Illinois' first statewide database to track federal and state funding and other resources for transportation services to disadvantaged populations;
- Developed information clearinghouse to provide local and regional technical assistance and address transportation service access, housed at RTAC;
- Secured federal funding to fill an administrative support staff position for the ICCT, the clearinghouse, and technical assistance activities;
- Developed a technical assistance program to help rural transit service providers address service gaps in transportation access;
- Developed a strategy to improve access to Job Access Reverse Commute (JARC) funds for improved coordination of services throughout Illinois;
- Developed a joint agreement among participating agencies to ensure continued cooperation and effective collaboration;

- Encouraged state agencies to consider new approaches to procuring transportation services and improving coordination;
- Illinois Council on Developmental Disabilities (ICDD) commissioned a study to map federal and state funding for transportation involving the following state agencies: DHS, DHFS; DCFS, DCEO; and DoA.

Identified Transportation Problems, Barriers or Needs:

In addition to the recognized general need for additional transportation funding and resources, ICCT has identified five fundamental problems, barriers or needs that must be addressed in providing adequate transportation access to disadvantaged populations in Illinois. Funding needs specific to these identified issues are detailed in the full ICCT report that follows:

- Limited access to jobs for disadvantaged populations;
- Fragmented and duplicated transportation services throughout Illinois;
- Lack of uniform planning processes in rural areas;
- Lack of adequate state-level coordination among local transportation providers, and
- Lack of adequate collaboration among transportation providers and other stakeholders in planning transportation services for the disadvantaged.

Recommendations for Transportation Improvements:

The seven major ICCT recommendations, summarized below and detailed on pages 14-16, to help alleviate problems, barriers and needs:

- Continue the charter for the Interagency Coordinating Committee on Transportation (ICCT) as statewide coordinator to ensure that transportation solutions are sustained and to help realize cost efficiencies within the state transportation network;
- Fully implement a comprehensive information database to help all agencies track federal and state funding opportunities that support service to disadvantaged populations, and to provide better opportunities for improved coordination;
- Involve the ICCT as an advisory group to help IDOT coordinate and develop the federally mandated human service transportation plan for Illinois in 2006;
- Improve access to jobs through a comprehensive strategy to better utilize Job Access Reverse Commute (JARC) funds and ensure that local agencies involve stakeholders in planning to address critical transportation service gaps for job access, and to support the allocation and use of all available funding;
- Develop, implement, and sustain a comprehensive technical assistance program that addresses and supports transportation coordination across Illinois;
- Create a regional transportation planning structure for downstate and rural communities that can maximize the use of existing transportation resources, promote coordination of differing resources, and help improve access to area jobs;
- Improve statewide transportation planning through involvement and collaboration with regional stakeholders across Illinois.

EXECUTIVE SUMMARY

Enactment of Public Act 93-0185 in July 2003, by the Illinois General Assembly and Governor Rod R. Blagojevich, signaled a new day for transportation access in Illinois and established a nationally recognized model for transportation coordination.

The Act created the Interagency Coordinating Committee on Transportation (ICCT) which, with the active support of the Office of the Governor, has addressed ways to broaden coverage and reduce overlap or duplication of transportation services in order to help more disadvantaged citizens of Illinois get to work, work-related services, and other life-sustaining activities for health and well-being. The ICCT seeks to improve such services for the transportation disadvantaged, who because of income, age, disability, or residential location, do not have adequate access to needed transportation.

The commitment to the benefits and efficiencies that can come from improved transportation coordination runs parallel to the federal commitment to coordinated transportation provided for in Executive Order 13330 and the Federal Transit Administration's (FTA) implementation of the United We Ride initiative.

The ICCT began its work in June 2004, and based much of its strategy and actions on the FTA's Framework for Action to improve coordination of transportation systems.

The ICCT conducted several months of research to understand related issues and concerns throughout Illinois and included experience gathered from other states facing similar issues. In December 2004, the group used this information to establish and begin to implement a broad strategic plan to guide the ICCT's work and begin the complex coordination process.

Establishment of these strategic goals and objectives for ICCT included efforts to identify problems, barriers and issues beyond the obvious and often-stated problem related to what is considered to be a general inadequacy of funding resources for such programs, especially those related to new or expanded services. The ICCT strategy, in response to the enabling legislation's mandate, attempts instead to better understand and address issues fundamental to coordination of *existing* resources, in addition to outlining supplemental funding needs for program expansions.

General Objectives and Sub-objective Targets in the ICCT Strategic Plan

Objective 1: Improve coordination of community-based transportation programs

Target 1: Reduce duplication and overlap of existing transportation funding and services.

Target 2: Transportation coverage in Illinois is enhanced by better deploying and using existing resources.

Target 3: Information on the successful coordination of programs in other states is used to develop strategies to improve Illinois transportation network.

Target 4: Regional transportation planning committees are developed and supported where similar planning groups do not exist, and all area providers are required to participate.

Target 5: Geographical areas of greatest need are identified where greatest value can be achieved by improved coordination of transportation services.

Objective 2: Promote innovative funding strategies and provide expertise and support for local funding requests

Target 1: A unified process is developed to apply for federal transportation assistance in support of innovative to-work projects throughout Illinois.

Target 2: A statewide process is developed for requesting JARC funds based on community input.

Target 3: Funds from other state and federal sources are identified for individual counties and communities for projects that do not qualify for JARC funds.

Objective 3: Provide up-to-date information and communications services to local areas

Target 1: A well-informed network of service providers is linked by an effective communications structure throughout Illinois.

Target 2: Recommend statutory/regulatory changes needed to promote service coordination

Target 3: Identify and recruit stakeholders in future initiatives to join ICCT efforts.

Target 4: A structure and method for community feedback and involvement in regional transportation planning and coordination processes is developed.

Target 5: A definitive technical assistance program is developed that addresses critical gaps in transportation services, and is made available to assist local service providers.

Objective 4: Establish cost-effective and efficient administrative procedures for the ICCT

Target 1: Participating agencies agree on ICCT principles and strategy and pledge support for program.

Target 2: The working structure of the ICCT is established.

Target 3: ICCT coordination and staffing needs are identified, as are potential funding resources.

Target 4: A report on ICCT activities is developed and finalized for delivery to the General Assembly.

PROBLEMS and BARRIERS

Once objectives and targets were outlined in this broad strategy of the ICCT, subcommittees were formed to address each of the four major objectives through further research and then to begin to implement the strategy in order to produce the recommendations and other information required by the enabling legislation.

The definitive ICCT strategic plan and the findings of each subcommittee assigned to a strategic objective in the ICCT plan are detailed in subcommittee reports later in this document.

In addition to the recognized general need for additional transportation funding and resources, ICCT has identified five fundamental problems, barriers or needs that must be addressed to provide adequate transportation access for disadvantaged populations in Illinois:

- **Limited access to jobs** for disadvantaged populations;
- **Fragmented and duplicated transportation services** in urban, suburban and rural areas throughout Illinois;
- **Lack of uniform planning processes in rural areas.** Without consistent planning, these areas cannot adequately access existing resources and services;
- **Lack of adequate state-level coordination among local transportation providers,** especially those targeting service to disadvantaged populations; and
- **Lack of adequate collaboration among transportation providers and other stakeholders** in planning transportation services for the disadvantaged.

Limited Access to Jobs

National research has shown that most public transportation services have not kept pace with economic growth in certain segments of the work force, failing to provide service to *where* jobs are, *when* service is needed.

Urban – According to American Public Transportation Association (APTA) statistics, although Chicago has the nation's second largest public transportation system, spatial mismatch occurs because the bulk of public transportation services exist in the city while most job creation occurs in the suburbs.¹ In urban areas, these jobs in the services and retail industries typically are located along commercial and industrial corridors outside of urban centers and operate on nontraditional schedules, including second and third shifts and on weekends. Seniors, individuals with disabilities and low-wage workers face similar challenges in getting to work as they seek employment or are employed in these industries.

Some of the issues associated with urban access to jobs include the following:

- Outside Chicago, transit districts across the state are primarily tied to urban centers offering limited if any service to these job rich suburban areas, rarely offering services after 7 p.m. during the week or services appropriate to the workforce on weekends. In Chicago, there is concern that key arterials, do not provide adequate service after 7 p.m.
- Identifying and mapping job rich areas occurs infrequently and is conducted unevenly throughout the state.
- Bus planning remains the jurisdiction of local transit agencies, which often do not conduct service gap analyses.
- Transit agencies too rarely partner with workforce development or economic development professionals.
- Prior to the creation of the ICCT, Illinois lacked adequate strategies for the federal funding program, Job Access Reverse Commute (JARC), that seeks to address these gaps. Many downstate communities were unaware of JARC funds and those who do often have difficulty matching the funds and sustaining services funded by JARC.

The ICCT has received testimony from the following localities verifying these issues: Bloomington, Springfield, Rockford, Elgin, Aurora and Lake County.

Rural – Access to jobs is not just an urban issue. A 2003 report by the Surface Transportation Policy Project found that:

- Most Americans spend 19 cents of every dollar of income on transportation, while
- Low-income families spend nearly 40 percent of income – leaving just 60 percent of their income to cover remaining expenses.²

Studies conducted by the Illinois Institute for Rural Affairs at Western Illinois University indicate that residents often have to travel long distances to find suitable employment.

A report from the National Conference of State Legislatures (NCSL) concludes that:

- “Nearly 40 percent of all rural residents live in communities with no public transportation” and
- “28 percent live in communities with limited service.”³
- These limited or nonexistent transportation options exacerbate the high poverty rates in areas such as southern and western Illinois.

Fragmented and duplicated transportation services

Another key challenge for many communities whether they are small urban, suburban or rural, is in providing multiple services for specific disadvantaged populations:

- Funding rules often *encourage* fragmented services because the rules frequently target specific populations.
- Service groups such as seniors or individuals with disabilities may have multiple local providers with different service areas (e.g. township, senior center, private taxi).
- Multiple services are confusing to users, often requiring separate program enrollment.
- When local government entities offer services, the service area is restricted to their political jurisdiction.
- Only the designated population can use their specified services. In some localities, this causes services to be *underutilized*, further constricting the supply of limited paratransit vehicles in the state.
- It is likely that cost savings would occur if coordination took place, depending on the extent of coordination.

Lack of uniform planning processes in rural areas

In rural areas of the state:

- Twenty-seven counties do not have access to public transportation.
- Another 12 counties have limited access as service is provided only in the major town or city where the public transportation grant resides. (See Appendix – 5311 Maps)
- Although a number of counties receive transportation grants for countywide service, provision of service is actually fragmented and uneven. In some areas, resources may be available to provide better access, but services too often are underutilized in some areas and duplicated for certain populations. These services need to be inventoried and redirected more efficiently through improved planning before additional service is added.

Lack of state level coordination among agencies that fund transportation for disadvantaged populations

The formation of the ICCT and its success to date are the foundation for enhanced access to jobs and coordination of public transportation services in localities across Illinois. For the first time in Illinois, all state agencies that fund public and specialized transportation for the disadvantaged sat at the same table and developed a plan to address issues of access and coordination. And, for the first time, Illinois has a database that identifies funds and other resources in the state for transportation for the disadvantaged.

- This formal interagency approach runs parallel to the federal government's approach, recognized in the transit industry as the best way to identify and issue new policy interventions to encourage coordination among different funding streams and providers and generate new strategies for broadening coverage and improving access to jobs.

Lack of collaboration among transportation providers and other stakeholders in planning transportation services for the disadvantaged

Technical assistance programs as outlined and provided through the ICCT and state agencies can help solidify and improve the collaborative process. The ICCT already has evidence that additional technical assistance would be welcomed:

- The ICCT's technical assistance clearinghouse, located at the Rural Transit Assistance Center, received 20 technical assistance requests from communities in 30 counties.
- Recent technical assistance requests have been generated from communities learning about the ICCT.
- As word of the ICCT spreads, undoubtedly more requests will be received.

Technical assistance can consist of:

- Educating stakeholders about the need;
- Communicating the message;
- Getting buy-in from stakeholders;
- Providing technical support to assist stakeholders in first determining their needs;
- Choosing appropriate resources;
- Working through turfism issues and local politics; and
- Dealing with individuals or groups who attempt to circumvent the process because of a hidden agenda or misconception about the process or the extent of the transit problem.

Transportation coordination can be a daunting task – changing entrenched systems can lead to hostility and divisions within the community. But it is important because the transportation disadvantaged rarely have adequate options and resource alternatives. Without coordination, resources are wasted and individuals in need have little recourse for transportation services.

Through technical assistance provided by the ICCT and other entities, it was also discovered that many existing transit districts do not have a formal process for involving stakeholders (e.g. local government, business, Community Based Organizations and users) in planning transit services. While standard public involvement strategies may be implemented, they often do not address access to jobs or fragmented service.

In addition to detailing the substantial progress in coordination that has occurred in the brief existence of the ICCT, this report will recommend necessary actions to further enhance transportation options for the populations targeted in Public Act 93-0185. While initial progress has been considerable, it is important to recognize that this is only the beginning of a long process toward achieving coordinated transportation for disadvantaged populations in Illinois.

ACCOMPLISHMENTS

The ICCT has had several accomplishments that directly address the requirements of Public Act 93-0185 and the strategic plan:

- For the first time, Illinois has conducted a planning process to address issues impacting access to jobs and coordination of transportation for disadvantaged populations.
- Led by IDOT, a strategic plan was developed involving all agencies of the ICCT.
- For the first time, a statewide database has been developed to track federal and state funding (fiscal year 2006) for transportation services to disadvantaged populations as defined by the legislation.
- A clearinghouse housed at the Rural Transit Assistance Center has been developed to provide information and technical assistance to localities on addressing transportation for the disadvantaged.
- Federal funds have been obtained to create a staff position supporting the ICCT and the clearinghouse and Illinois has executed a three-year contract with RTAC to house and staff the clearinghouse.
- Developed a technical assistance program to address gaps in public transportation for rural transit service providers.
- A strategy to implement JARC funds has been developed.
- Memoranda of understanding, approved by the Office of the Governor, have been developed so that state agencies can continue to work effectively on the ICCT.
- Some state agencies are considering new approaches to procuring transportation services to improve coordination.
- The Illinois Council on Developmental Disabilities (ICDD) has commissioned a study to map federal and state funding for transportation at the departments of Human Services, Healthcare and Family Services, Children and Family Services, Commerce and Economic Opportunity, and Aging.

RECOMMENDATIONS

The ICCT offers seven major recommendations:

- 1. Continue the charter for the Interagency Coordinating Committee on Transportation as a statewide coordinator to ensure that transportation solutions are sustained, and to help realize cost efficiencies within the state transportation network.**

The ICCT can:

- Provide a venue to share procurement practices, seek cost efficiencies and establish state and regional collaborations to improve transportation for the disadvantaged.
 - Identify model practices for implementation across the state.
 - Assist in developing new policy guidance and clarifications to support job access and coordination and monitor implementation.
- 2. Fully implement a comprehensive information database to help all agencies track federal and state funding opportunities that support service to disadvantaged populations and provide opportunities for improved coordination.**

Top-Down:

- Maintain a database that identifies state and federally mandated public transportation programs by state agency and the funds earmarked for each program.
- Analyze data to target opportunities for improved coordination of transportation funding.
- Maintain annual data.

Bottom-Up:

- Develop and maintain a consolidated database of transportation services and disseminate to regional transportation agencies and providers.
- Develop a comprehensive list of transportation service providers in Illinois and compile an inventory of their ridership eligibility requirements to better coordinate policy.
- Collect information on existing transportation services and resources in Illinois.
- Provide information to state and regional transportation entities to assist in planning.

3. Involve the ICCT as an advisory group to help IDOT coordinate and develop the federally mandated human service transportation coordination plan for Illinois.

- Under SAFETEA-LU, the federal transportation law enacted in November 2005, states will be required to develop human service transportation plans, including transportation for seniors, individuals with disabilities, and low-income populations.

4. Improve access to jobs through a comprehensive strategy to better utilize Job Access Reverse Commute (JARC) funds and ensure that local agencies involve stakeholders in planning to address critical transportation for job access, and to support the allocation and use of all available funding.

- Prioritize service to low income populations for the use of these funds.
- Consider a state matching program to assist localities in leveraging these federal funds.
- Ensure that localities map and identify job centers, and that this information influences transit planning.
- Require localities to develop plans to sustain service initiated with JARC funds.
- The workforce development system has no formal role in transportation planning, even though it generates economic and labor force analyses and economic development forecasting. Consequently, many localities lack adequate services to job rich areas and training institutions, such as community colleges.

5. Develop, implement and sustain a comprehensive technical assistance program that addresses and supports transportation coordination across Illinois.

- Currently, RTAC assists rural communities in developing coordinated transportation systems for disadvantaged populations.
- A similar program should be developed for urban, small urban and suburban communities.
- Work with the Chicago Area Transportation Study (CATS) to help develop state/local coordinated transportation plans.

6. Create a regional transportation planning structure for downstate and rural communities that can maximize the use of existing transportation resources, promote coordination of differing resources, and help improve access to area jobs.

- Conduct a statewide assessment of Illinois public transportation needs, by region.

- Illinois has 14 Metropolitan Planning Organizations across the state, but many focus strictly on reporting the usage of federal funds in a given area.
- Planning capabilities are uneven throughout the state, even though many downstate and rural communities receive transportation funding.
- Organize annual or bi-annual stakeholder forums to foster new ideas for increased transportation coverage, as well as ensure that all concerned areas have input into the process and can address the issues most important to their individual regions.
- Assist MPO's and other local planning groups in establishing local coordinated transportation plans that adequately address needs of disadvantaged populations.

7. Improve statewide transportation planning through involvement and collaboration with regional stakeholders across Illinois.

- Define "stakeholders" as they relate to public transportation services in Illinois, and solicit their involvement in the process.
- Develop working procedures for stakeholder involvement in the public transportation service process.
- Develop an ICCT transportation coordination website in conjunction with the information clearinghouse, which is accessible to transportation service providers and stakeholders throughout Illinois.
- Through the website, educate transportation service providers about the mission, guiding principles, and coordination activities of the ICCT.

HISTORY OF THE ICCT

Mission Statement

To facilitate the broad coordination of local public transportation services in Illinois to effectively and efficiently provide for the essential needs of transportation-disadvantaged populations throughout the state.

ICCT charge

The ICCT has begun to accomplish its mission through implementing its Strategic Plan thus continuing its work to improve state, regional, and local policies that encourage coordination. The ICCT will also share its expertise with, and provide technical assistance to local and regional stakeholders.

The Committee was created to encourage the coordination of public and private transportation services, with priority given to services directed toward populations that currently are not served or are underserved by existing public transit. The Committee was also charged with looking for innovative approaches to providing and funding local transportation services and to offer their expertise to communities statewide. Specifically, the Committee was asked to:

1. Coordinate a state process within federal guidelines to facilitate coordination of community-based transportation programs. This process was to include:
 - Developing objectives for providing essential transportation services to the transportation disadvantaged;
 - Providing technical assistance to communities that are addressing transportation gaps that affect low-income populations;
 - Developing a process for requesting federal funds such as the Job Access and Reverse Commute (JARC) Grant program that is based on input from communities statewide;
 - Assisting communities in identifying funds from other available sources for projects that are not an eligible use of JARC funds; and
 - Developing a plan to identify and recruit potential stakeholders in future community transportation initiatives to the Committee.
2. Develop goals and objectives to reduce duplication of services and achieve coverage that is as complete as possible.

3. Serve as a clearinghouse for information about funding sources and innovations in serving the transportation disadvantaged.
4. Submit a report by Feb. 1, 2006, to the Governor and the General Assembly that outlines the progress made by the Committee in performing its duties, and provides recommendations for statutory and regulatory changes to promote coordination.

Chronology

Transportation coordination attempts in Illinois:

1991 – Illinois General Assembly created the Illinois Coordinating Committee on Transportation (Public Act 86-1244).

1995 – Governor’s Task Force on Human Services reform consolidated various state agencies in an effort to coordinate all aspects of Health and Human Services (HHS).

1996 – Health and Human Services/Federal Transit Administration regional coordination meeting in Chicago.

2000 – Department of Human Services (DHS) Coordination Committee, which evolved into the Interagency Coordinating Committee.

2003 – Governor Rod R. Blagojevich and the Illinois General Assembly created the Interagency Coordinating Committee on Transportation (Public Act 93-0185) which “set priorities for improving access to transportation for the transportation disadvantaged.”

2004 – United We Ride Regional Coordination workshop, multi-state meeting held by the federal government to kick start a federal agency coordination initiative.

While earlier transportation coordination efforts in Illinois were plagued by the mindset of the need to catalog barriers to transportation coordination, the successful momentum of the ICCT instead came about through focusing on overcoming barriers that were already evident. It is also important to note that the innovative legislation enacted by Governor Blagojevich and the General Assembly put Illinois well ahead of the federal transportation coordination initiative. The creation of the ICCT resulted in both formidable accomplishments and a comprehensive strategic plan to ensure continued success.

Once again it is important, upon reading this report to understand that the identification of issues and solutions is just the beginning of a long process of coordination for the State of Illinois. Simply put, communities cannot address coordination and access to jobs by themselves – it will take patience, political will, and technical assistance to generate support for transportation coordination across the state.

IMPORTANCE OF TRANSPORTATION COORDINATION

The National Council of State Legislatures describes transportation-disadvantaged individuals as “those with an age-related condition, disability, or who are poor” and who “are imperiled by immobility because they cannot access the most common mode of transportation – a car.”⁴

Furthermore, the “large number, diversity and dispersion of specialized transportation programs across many agencies potentially can create ineffective and inefficient service and problems such as duplication of service, underutilization of resources, inconsistent service, gaps in service, inconsistent safety standards and customer inconvenience.”

The above problems can be alleviated through managing existing resources more efficiently and the effective management of resources is where transportation coordination comes into play. Transportation coordination allows state agencies, transit providers, stakeholders, and human service agencies a systematic way to tackle the problems that transportation-disadvantaged populations face. In its comprehensive form, transportation coordination is a process, which is implemented on both the state and community levels.

On a state level, when transportation coordination takes place, state agencies can:

- Coordinate their activities with those of other agencies;
- Pay closer attention to funding;
- More fully utilize Job Access Reverse Commute (JARC) funds; and
- Work on the mutual needs of agencies and stakeholders.

On a community level, when transportation coordination takes place, community agencies can:

- Maximize funding and resources;
- Better address transportation needs for disadvantaged populations; and
- Better prepare to respond to emergency situations.

A transportation coordination approach in Illinois which utilizes this “Top-Down” and “Bottom-Up” process supports locally driven transportation projects by:

- Centralizing information;
- Connecting community providers to transportation funding and planning opportunities;
- Reducing barriers to blending different federal and state funds;
- Diminishing duplication of services; and
- Creating broader coverage of service and innovative solutions.

The entire process results in transportation-disadvantaged individuals being able to access transportation options that are adequate, consistent, convenient, safe, and efficient.

MEMBERSHIP

The ICCT organizational framework includes the Office of the Governor, an executive committee, clearinghouse staff, subcommittees, transit providers, state and local agencies, and stakeholders.

The executive committee oversees subcommittee actions, and conducts strategic planning, in cooperation with the Office of the Governor. The clearinghouse staff supports the efforts of the ICCT via technical assistance, research and reports, surveys and databases, and a clearinghouse website.

The four subcommittees include:

Coordination committee, whose duties are to “improve coordination of community-based public and specialized transportation programs”;

Funding committee, to “promote innovative funding strategies and provide expertise and support for local transportation funding requests”;

Communication and engagement committee to “provide up-to-date program information and communication services to local areas”; and

Administration committee to “establish cost-effective and efficient administrative procedures for ICCT oversight work.”

The ICCT membership meets every other month, collaborates within subcommittee groups, and shares in decision making at all levels.

Guiding Principles for the ICCT:

1. Set priorities and recommend changes for improving access to transportation for the transportation-disadvantaged.
2. To facilitate the coordination of public and private transportation services, with priority given to services directed toward populations not currently served or underserved by existing public transit.
3. Identify innovative approaches to provide funding for local transportation services and offer expertise on improvements to counties and communities throughout Illinois.
4. To appropriately and equitably utilize the resources and expertise of all agencies represented on the ICCT in providing public and transportation-disadvantaged services for Illinois clients in need.
5. To support and facilitate continued independence and well-being for transportation-disadvantaged populations and the general public by providing public transportation resources as practicable to help Illinois citizens find and retain employment, as well as fulfill their other daily functions (e.g., Doctor visits, shopping, etc.).
6. To specifically target coordinated public transportation access to lower-income, transportation-disadvantaged sectors of Illinois.
7. To craft all coordination strategies for flexibility in meeting circumstances indicated by local and regional needs.
8. To involve transportation planners, providers, and stakeholders at the community level throughout the state, and facilitate locally based solutions to transportation access problems.
9. To provide technical assistance to state and local transit agencies, transit providers, and stakeholders in the development and support of innovative transportation options, particularly in designing systems and accessing available state and federal funds.
10. To provide for a centralized data center.

The ICCT Strategic Plan, with Initiatives for Subcommittees:

Objective 1: Improve coordination of community-based transportation programs

Target 1: Reduce duplication and overlap of existing transportation funding and services.

***Initiative 1:** Identify mandated transportation programs by state agency and funding for each.*

***Initiative 2:** Define the transportation responsibilities of each state agency receiving funds for services.*

***Initiative 3:** Define the various levels of transportation coordination using a statewide model.*

Target 2: Transportation coverage in Illinois is enhanced by better deploying existing resources.

***Initiative 1:** Develop a comprehensive list of current transportation providers in Illinois and compile an inventory of their ridership eligibility requirements.*

Target 3: Information on the successful coordination of programs in other states is utilized in developing strategies to improve the Illinois transportation network.

***Initiative 1:** Benchmark what other states have done to coordinate transportation activities and funding and use that information to advise the development of Illinois' new program.*

Target 4: Regional transportation planning committees are developed and supported where similar planning groups do not exist, and all area providers are required to participate.

***Initiative 1:** Investigate the feasibility of creating a "regional" transportation structure in Illinois that will help direct transportation funding to identified regions throughout the state.*

Target 5: Geographical areas of greatest need are identified where greatest value can be achieved by improved coordination of transportation services.

***Initiative 1:** Geo-map existing transportation services by provider location, population served, the service area, hours of service, and the number and type of vehicles.*

***Initiative 2:** Identify counties in Illinois where gaps exist in the provision of regional transportation services.*

***Initiative 3:** Develop an action plan to provide transportation services in areas identified by the gap analysis.*

Target 6: A definitive technical assistance program is developed that addresses critical gaps in transportation services, and is made available to assist local service providers.

***Initiative 1:** Develop a statewide model for technical assistance to service providers.*

***Initiative 2:** Create a task force or working group that will go out into Illinois counties and communities to apply the technical assistance model for service providers.*

Objective 2: Promote innovative funding strategies and provide expertise and support for local funding requests

Target 1: A unified process is developed to apply for federal transportation assistance in support of innovative to-work projects throughout Illinois.

***Initiative 1:** Develop an inventory of all federal transportation assistance programs and make the information available through the information clearinghouse.*

Target 2: A statewide process is developed for requesting JARC funds based on community input.

***Initiative 1:** Use JARC working group recommendations to develop an application review process that provides for community-based input.*

Target 3: Funds from other state and federal sources are identified for projects that do not qualify for JARC funds.

***Initiative 1:** Identify funding sources and make the information accessible.*

The ICCT Strategic Plan, with Initiatives for Subcommittees (continued from Page 22):

Objective 3: Provide up-to-date information and communications services to local areas

- Target 1:** An informed network of service providers is linked by an effective communications structure.
***Initiative 1:** Establish a centralized information clearinghouse on coordination programs, including potential funding resources, grant-writing expertise, system design, and other best practices and innovations to serve the public, not-for-profit agencies and transportation providers.*
***Initiative 2:** Develop an ICCT website in conjunction with the information clearinghouse that is accessible to all transportation service providers throughout Illinois.*
***Initiative 3:** Educate all transportation service providers about the mission, guiding principles, and activities of the ICCT through its website.*
***Initiative 4:** Determine the staffing needs for the information clearinghouse and issue recommendations to the Governor's Office.*
- Target 2:** Recommend statutory/regulatory changes needed to promote service coordination.
***Initiative 1:** Form a working group to advise the ICCT on needed statutory/regulatory updates.*
***Initiative 2:** Review the coordination requirements of various statewide transportation grant programs and recommend statutory and regulatory updates to strengthen those requirements.*
***Initiative 3:** Monitor Section 5310 and 5311 grant recipients to ensure compliance with coordination requirements.*
- Target 3:** Identify and recruit stakeholders in future initiatives to join ICCT efforts.
***Initiative 1:** Define "stakeholders" as they relate to transportation and specialized services in Illinois and solicit their involvement in the process.*
***Initiative 2:** Develop procedures for stakeholder involvement in the service provision process.*
- Target 4:** A structure and method for community feedback and involvement in regional transportation planning and coordination processes is developed.
***Initiative 1:** Conduct a statewide needs assessment of transportation needs by region in Illinois.*
***Initiative 2:** Conduct regional meetings to inform service providers and other stakeholders about the ICCT efforts and the need to coordinate transportation funding in Illinois.*
- Target 5:** A definitive technical assistance program is developed that addresses gaps in public transportation and is readily available to assist service providers.
***Initiative 1:** Develop a statewide model for "technical assistance" to service providers.*
***Initiative 2:** Create a working group to implement the technical assistance model for providers.*
- Objective 4: Establish cost-effective and efficient administrative procedures for the ICCT**
- Target 1:** Participating agencies agree on the principles and strategy of the ICCT and pledge support.
***Initiative 1:** Develop memoranda of understanding (MOU) to specify the transportation roles and responsibilities of each participating agency.*
- Target 2:** The working structure of the ICCT is established.
***Initiative 1:** Create a working group to develop the organizational structure for the ICCT that reflects reporting relationships, feedback procedures and staff responsibilities.*
***Initiative 2:** Present the recommended structure, including the ICCT decision-making process, communication linkages, and subcommittee structures to the full ICCT for approval.*
- Target 3:** ICCT coordination and staffing needs are identified, as are potential funding resources.
***Initiative 1:** Develop a multi-year funding program for ICCT staff and office expenses.*
***Initiative 2:** Identify individual skills needed among ICCT staff and appropriate methods of interviewing and hiring staff.*
- Target 4:** A report on ICCT activities is finalized for delivery to the General Assembly by Feb. 1, 2006.

SUBCOMMITTEE OBJECTIVE REPORTS

Objective 1 Subcommittee Report:

The ICCT charged the Objective 1 Subcommittee to study opportunities and develop recommendations to improve coordination of community-based public transportation programs. This Objective originally had seven targets, which were created during the ICCT strategic planning session. During the course of its work, the subcommittee recommended that Target #7 be dropped from the plan. This target proposed to develop an equitable and standardized trip reimbursement rate to be used by all agencies that pay for transportation on a per-trip or per-client basis. It was determined that this proposal had many policy implications and was beyond the scope of the ICCT mission. Thus, it will not be discussed as part of this report. Target #6, “A definitive technical assistance program that addresses gaps in public transportation is developed and is readily available to assist service providers,” was taken up by the Objective 3 subcommittee and will be discussed in that section of this report.

Target #1: Reduced duplication of existing public transportation funding and services, through coordination of public and private, not-for-profit services.

The ICCT identified three initiatives for the subcommittee to consider in developing recommendations for achieving Target #1.

Initiative 1: Identify state and federally mandated public transportation programs by state agency and the funds earmarked for each program.

Purpose

There is no single information source regarding different transportation programs funded by the state, and consequently limited coordination of state funding for public transportation services.

Progress

The Department of Human Services developed a web-based database to collect information from state agencies about their federally mandated public transportation programs. The database came online in August and state agencies designated representatives to enter the necessary information. The Department of Human Services has shared initial reports with the Committee. (See Appendix for Database Report)

Recommendations

1. DHS should continue to compile this information and make it available to the ICCT.
2. The ICCT staff person should keep this information updated and analyze the information to identify opportunities for improved coordination of public transportation funding.

Initiative 2: Define the public transportation responsibilities of each state agency that receives discretionary or earmarked funds for said services.

Purpose

There is no single information source regarding different transportation programs funded by the state, and consequently limited coordination of state funding for public transportation services.

Progress

Each state agency involved in the ICCT provided a list of their responsibilities. This information is shown in Exhibit A of this section.

Recommendations

None

Initiative 3: Define “coordination” using a statewide model of public transportation funding with consideration for mandated programs. This coordination is needed in many separate areas. Therefore, categories of coordination also need to be developed based on the agreed upon definition in order to make this coordination more manageable from the regional level.

Purpose

1. There is no consistent definition of coordination that encompasses everything this Committee is trying to accomplish. “Coordination” can have different meanings depending on the specific aspect of transit being discussed. For example, coordination among state agencies (macro level) is a different scenario than coordination between transit providers (micro level). Yet, without an all-encompassing definition of coordination for the ICCT to work from, there is no way to ensure that all areas of concerns have been addressed.
2. There are no established categories of coordination developed for the Committee to consider when developing a coordinated transportation service plan. These categories are necessary to take into account all the facets of providing transportation services that will need to be addressed to have thorough coverage across all regions.

Progress

1. The agreed-upon definition agreed needs to encompass all communities because the transportation model developed would depend on the amount of cooperation and resources available within each community.
2. The workgroup suggested five major categories of coordination. Some of these will be state/regional and others will require local coordination.

<i>Administrative</i>	Procurement; Reporting; Grant Administration*
<i>Financial</i>	Contracting/Eligibility/Reporting/etc; Funding Sources*; Local Partnerships
<i>Legal</i>	Contractual Provisions*, Federal/State Statutes and Regulations, Jurisdiction*, Liability*
<i>Operations</i>	ADA Eligibility*; Dispatching; Drug and Alcohol Program; Fares/Transfers; Maintenance; Safety and Security; Training
<i>Planning</i>	Regional; Routing/Scheduling; Rural Planning*; Service Area
<i>Communities</i>	Local stakeholders, elected officials, disadvantaged riders, Community-Based Organizations, businesses, economic development professionals

These categories of coordination (Exhibit B) need to be taken into account when developing and implementing a statewide transportation coordination strategic plan. These categories could be viewed as a checklist of all the areas that need to be covered when developing the strategic plan in order to ensure that the transportation plan encompasses all regions and affected communities.

3. At the community level, satisfying the six core elements of a coordinated system is more important than determining the local system's category of coordination. They are:
 - Making things happen by working together.
 - Taking stock of community needs and moving forward (identifying gaps in service for disadvantaged riders).
 - Putting customers first.
 - Adapting funding for greater mobility.
 - Moving people efficiently.
 - Technology issues interwoven through core elements.

If these six elements exist within a given community, then the groundwork exists for developing a coordinated transportation system. Although the Objective 3 report will go into detail regarding the technical assistance provided thus far by the ICCT clearinghouse located at RTAC, the Objective 1 subcommittee compiled a list of technical assistance resources currently available to transit providers. That list is found in Exhibit D of this section.

Progress

The following definition of “coordination” was agreed upon by the Target 1 workgroup:

Transportation coordination is a collaborative process in which organizations and stakeholders interact to jointly accomplish the objectives of improving the efficiency and effectiveness of public transportation. Coordination entails the cooperative pooling of resources and activities of human service agencies with each other and with mass transportation providers to increase the amount and quality of services, especially to disadvantaged riders (low-income, seniors, individuals with disabilities and those without transportation). Central to transportation coordination remains the responsibility to ensure that, to the extent possible, transportation will keep pace with area job growth, housing development and the creation of essential community services i.e., hospitals, childcare, etc...

Target #2: Complete public transportation coverage can be provided by better utilizing and deploying existing resources.

Initiative 1: Develop a comprehensive list of current public transportation service providers in Illinois and compile an inventory of their ridership eligibility requirements in order to provide the best system.

Purpose

There is currently not a single source of information on transportation resources across the state. Information on current transportation services and coverage is necessary in order to identify where duplication and gaps exist.

Progress

1. The University of Illinois-Chicago provided the ICCT with a 2002 list of transportation providers, which was used by NIPC (at the request of the ICCT) to do an initial geo-mapping of transportation services in Illinois. This information, while a source for provider addresses, did not provide service areas. The subcommittee decided that information on area of service, rider eligibility and funding is needed for a meaningful gap analysis.
2. There is no current funding available for a survey to gather this information.

3. A mechanism is needed to keep this information up-to-date after the ICCT completes its work.
4. Exhibits E and F show initial progress on this initiative.

Recommendations

1. The subcommittee recommends a survey tool be developed to collect information on existing transportation services and resources in Illinois. This task is a future responsibility for the ICCT staff person, likely to be accomplished through a modification of the recently developed DHS database. The information should be kept up-to-date through annual update surveys and made available to stakeholders. The survey results can also be used to help make decisions regarding state and regional planning of transportation opportunities.
2. In accordance with House Joint Resolution (HJR) 0020, we recommend the ICCT, with the assistance of other state agencies, conduct a needs assessment of current and future senior transportation needs in Illinois.
3. We recommend continued development of the DHS consolidated database of coordinated transportation services, to be refined and then disseminated to regional transportation authorities and transit districts. In addition, the ICCT should remain committed to ensuring that the database is kept up to date and the quality of the data improves over time.

Target #3: Information on the successful coordination of other state programs is utilized in developing strategies on improving the Illinois public transportation program.

Initiative 1: Benchmark what other states have done to coordinate public transportation activities (including funding) and use that information to advise the development of Illinois' new program.

Purpose

Research on other state efforts and best practices will be useful in determining the feasibility of certain initiatives and developing recommendations for Illinois.

Progress

Ed Heflin of RTAC identified a comprehensive study of state coordination efforts conducted by the National Conference of State Legislatures (NCSL).⁴ (See Appendix – Coordination Models across the Nation)

Recommendations

The subcommittee recommends that other states' past efforts at coordinating public transportation be examined to compare best practices and identify funding strategies that could be utilized by the ICCT. The NCSL report was utilized in following through with this recommendation.

Target #4: Regional Transportation Planning Committees are developed and supported in locations where Metropolitan Planning Organizations (MPO's) do not exist, and all providers are required to take part in these committees. The task of this subcommittee is to explore and develop recommendations on the creation of regional public transportation planning committees that will direct funding to regions throughout the state.

Initiative 1: Investigate the feasibility of creating a "regional" public transportation planning structure in Illinois that will direct funding to regions throughout the state.

Purpose

1. No mandate currently exists to provide regional transportation planning and coordination. Because of this lack of a comprehensive plan, there is duplication of services in some regions while other regions have no public transportation coverage at all.
2. There is a lack of funding available to develop and implement regional planning councils. This lack of funding creates large gaps in the coordination of services, which further leads to lack of transportation coverage in some regions while creating duplicative services in other, more populous regions.
3. There are no existing formal means for stakeholders within non-MPO regions to start the communication and consensus building process with each other. Without open communication, there can be no realistic expectations of increased cooperation and transportation coverage. Opening up these avenues of communication will also help to provide the Committee with more data, which further helps in the decision making process.

Progress

1. Discussions resulted in the consensus that the state should set up a regional transportation planning structure. A regional transportation coordination entity could execute the recommendations set forth from the workgroups, as well as provide a structured forum for stakeholder input in the public transportation planning process. Exhibit C lists existing transportation planning activities in Illinois, and especially illustrates the lack of formal planning activities in downstate Illinois (limited formal planning activities in small urban areas and no formal planning activities in rural areas). Exhibit D lists current technical assistance sources for planning activities.

2. Different agencies have different definitions of regions, and it is difficult to reorganize these existing boundaries. This lack of clear boundaries can lead to service overlap as well as lack of services for some communities. The potential for disputes over boundaries can lead to decreased cooperation from areas that feel their boundaries are being infringed upon. The Committee also needs to be careful when considering the geographical size of a given region to ensure that it is workable.
3. The need exists for an entity that can monitor progress and gather information to disseminate across regions. This monitoring ensures that all areas get equal voice in the process and are aware of all the tools available for their use in increasing transportation coverage within their region.
4. Created Rural Planning Organization document located in the Technical Assistance section report (Exhibit A).

Recommendations

1. The ICCT can help to facilitate the communication process at the regional level by organizing meetings once or twice a year with all stakeholders participating in the process. These meetings can help to foster new ideas for increased transportation coverage as well as ensure that all concerned areas have input into the process and can address the issues most important to their individual regions.
2. State agencies should consider signing off on a requirement that “Regional Transportation Planning Committees” approve all applications for public transportation funding. Implementing this recommendation will likely require state agencies to agree upon a single regional structure (see Recommendation 6).
3. The Committee should work in concert with the Chicago Area Transportation Study (CATS) to help develop state/local coordinated transportation plans (or at least planning methodology). Since CATS has already been working on this issue they would be able to provide valuable insight on the different avenues and methods available to the Committee for developing a state/local coordinated transportation system.
4. ICCT participating state agencies should provide regional oversight to foster better communication and provide assistance. This will ensure that all regions are aware of the funding opportunities and constraints and can provide input into the process.
5. The ICCT can help to identify agencies that have a stake in this issue, as well as identify transportation related funds to be used in increasing the transportation options available to underserved regions. Many times funds may be available, but the community in need does not know how to procure these funds, or agencies that have funds dedicated do not know the regions that are in need of help. The Committee can help to disseminate this information.

6. Existing boundaries need to be addressed and streamlined as much as possible to ensure that they are workable. Overlapping boundaries lead to jurisdictional problems, making the process more difficult to manage.

Target #5: Geographical areas of greatest need are identified, where greatest value can be achieved from better coordination.

Initiative 1: Geo-map existing public transportation services by provider location, population served, the service area, hours of service, and the number and type of vehicles.

Initiative 2: Identify counties in Illinois where gaps exist in the provision of countywide public transportation services.

Initiative 3: Develop a plan of action to provide countywide public transportation services in the areas identified in the gap analysis. This is important because some counties have public transportation systems in place but still have service gaps.

Purpose

1. There is currently no single source of information on existing transportation resources across the state. Information on existing transportation services and coverage is necessary in order to identify where duplication and gaps exist.
2. Some countywide systems already in operation have a limited mission or jurisdiction, resulting in the ability to only serve a narrow geographic area or narrow population. This creates an inequity in available transportation services.

Progress

Until Target #2 is accomplished, the ICCT does not have the information necessary to conduct a meaningful gap analysis.

Recommendations

A survey should be conducted as described in the recommendation for Target #2. Once the information is collected, an appropriate entity could conduct the gap analysis for the ICCT or Regional Transportation Planning Councils to use in developing countywide plans.

Objective 1: Exhibit A

State Agency Transportation Responsibilities

Illinois Department on Aging

The Illinois Department on Aging distributes federal and state funds to 13 Area Agencies on Aging (AAA) across Illinois. The Department designated and works with 12 non-profit organizations and the City of Chicago as the AAA's. The AAA's are responsible to determine the services to be provided, prioritize them, procure, fund, and manage senior and caregiver services within their respective Planning and Service Areas.

Title III-B Community Supportive services includes an array of different kinds of services. Transportation and assisted transportation are included as a part of this array of services. The Older Americans Act and related funds must be used for services. AAAs and their service providers are not allowed to provide direct financial assistance to older persons and their caregivers. The only eligibility criteria under the Older Americans Act is a person must be 60 and over. Service participants are offered the opportunity to contribute for the services they receive.

Under the Older Americans Act, the Department on Aging has a transportation liaison with federal and state agencies, AAA's, and other local transportation organizations. Activities are conducted to improve and coordinate transportation services to older persons and their caregivers and provide information and/or technical assistance to access this needed service.

Illinois Department of Commerce and Economic Opportunity

The Bureau of Workforce Development does not provide direct transportation to clients served through (WIA) Workforce Investment Act Funds/program. Federal funds are distributed to 26 local workforce areas by formula allocation. The local workforce areas cover all 102 counties in Illinois. The local workforce area has the responsibility for determining client eligibility and the mix of services to eligible clients which includes transportation. Those local areas that elect to provide support services such as transportation do so with the understanding the support services being provided to a client are to permit his/her participation in a WIA-funded core, intensive or training program or retention of a job gained through WIA participation by insuring that he or she has the ability to make the trip from his or her residence to the training or employment site and back. Assistance may include the cost of public transportation or mileage reimbursement if the client is using his or her own automobile for transportation purposes.

The Bureau of Community Development provides transportation assistance through the Community Services Block Grants (CSBG) and Community Development Block Grants (CDBG). Both are federally funded programs. While not a program requirement, transportation assistance is one of several eligible activities. CSBG funds are provided to community action agencies throughout the state to improve the various causes of poverty.

Transportation is sometimes provided in order to enable the individual/family (who must be at or below 125 percent of poverty) to access the service. CDBG funds are provided to non-entitlement communities under 50,000 for various public service activities, which can include transportation, though this is not common. In the case of transportation, it would have to benefit at least 51 percent low and moderate-income persons in the area or provide benefit to 51 percent of low and moderate persons of a specific group.

The Emergency Shelter Grant Program provides funds which can be used for transportation (bus passes, taxi, mileage for staff, and purchase of vehicles for the shelter's use).

Illinois Council on Developmental Disabilities

The Illinois Council on Developmental Disabilities (ICDD) does not provide direct transportation to people in our state. ICDD's mission is to promote systems change to ensure that individuals with developmental disabilities have the same rights and opportunities as others in the community.

In past years, ICDD has provided funding for pilot transportation programs throughout the state. Additionally, ICDD commissioned a study, "Improving Transportation Opportunities, for People with Disabilities in Illinois" that can be used as a resource for transportation coordination activities.

Illinois Department of Employment Security

IDES does not provide transportation to their clients. IDES previously used federal funds to reimburse students in training for their transportation expenses under the Trade Act. The Job Training Division was integrated into DCEO from IDES on July 1, 2004; therefore IDES no longer administers this program.

Illinois Department of Healthcare and Family Services

The Department of Healthcare and Family Services, Division of Medical Programs, does not provide direct transportation. The Department is responsible to provide Medical Assistance participants with access to a source of covered medical services. The Department meets this responsibility by paying for the transportation of Medical Assistance participants by non-emergency ambulance, medicar, service car, taxi, personal auto and public transportation, where available.

The Department requires prior approval of all non-emergency transportation except for residents of long term care facilities, and will only pay for such transportation if prior approval is obtained. As part of the prior approval process, the Department's prior approval agent screens all requests for transportation to ensure the least expensive mode of transportation, as appropriate for the participants needs, is utilized. Requests are also screened to ensure the service for which transportation is required is a covered service under the Medical Assistance Program.

Illinois Department of Human Services

The Department of Human Services (DHS) administers the Donated Funds Initiative (DFI) Senior Transportation Program, which serves under the Title XX Social Services Block Grant and is administered under the DHS Bureau of Title XX Social Services.

Division of Mental Health

Effective January 1, 2005, Public Act 93-770 provides for changes in the manner in which persons with mental illnesses, in counties with population under 3 million, are transported to mental health facilities. The Public Act covers 101 Illinois Counties, excluding Cook County. The previous law required county sheriffs to transport persons to the closest mental health facility who had been involuntarily committed or those who had a petition and certificate prepared for involuntary admission. Public Act 93-770 transferred that responsibility to the Department of Human Services. There are no funds appropriated for this purpose.

Illinois Department of Transportation

The Illinois Department of Transportation, through the Division of Public and Intermodal Transportation (DPIT) is empowered to make grants to municipalities, districts, and carriers for the acquisition, construction, extension, reconstruction and improvement of mass transportation facilities statewide, including special vehicles and services to elderly persons and persons with disabilities.

The DPIT has been assigned as the state's general public transportation grant-making agency and is responsible for promoting and assuring safe and efficient public transportation systems and services in Illinois. This is accomplished by:

- Developing and recommending public transportation policies and programs;
- Developing, implementing and administering operating, capital and technical assistance projects and grants; and
- Coordinating and participating in local and statewide planning and programming activities.

DPIT does not own any public transportation equipment or facilities or operate any public transportation service. Generally, DPIT administers grants to public or specialized transportation operators, mass transit districts, or local governments. However, DPIT does directly contract for professional services and under some limited circumstances may directly contract for capital project implementation.

Funding programs administered by DPIT include:

Northeastern Illinois

- State Strategic Capital Improvement Program (SCIP): These funds assist the Regional Transportation Authority (RTA) in paying the debt service on bonds sold to fund their annual capital program.
- Additional State Assistance/Additional Financial Assistance Program: The state provides additional funding assistance to the RTA to offset the debt service payments associated with RTA's issuance of SCIP bonds.
- State Reduced Fare Program: These funds reimburse transit systems for the loss in revenue incurred by providing reduced fares to students, elderly persons and persons with disabilities.
- State capital bond program: State bonds used to match federal and local funds for capital projects.
- Federal State Planning and Research Program (Section 5313): Funds are used to assist local transportation providers with planning studies, demonstration projects, management training and cooperative research.

Downstate Illinois

- State Downstate Operating Assistance Program: These funds are appropriated annually to assist public transportation systems fund operating expenses.
- State Reduced Fare Program: These funds reimburse transit systems for the loss in revenue incurred by providing reduced fares to students, elderly persons and persons with disabilities.
- State capital bond program: State bonds used to match federal and local funds for capital projects.
- Federal Rural and Small Urban Program (section 5311): Federal funds for general public transportation in non-urbanized areas for operating, capital, administrative and planning expenses.
- Federal Elderly Persons and Persons with Disabilities (Section 5310): Federal funds for non-profit agencies or approved "designated public coordinated service providers" to assist in meeting the transportation needs of elderly persons and persons with disabilities, typically for the purchase of paratransit vehicles.
- Federal Rural Transit Assistance Program (RTAP): Funds are used to provide training, technical assistance, research, and related support services for providers of rural public and specialized transportation.
- Federal Job Access/Reverse Commute Program (JARC): This program funds projects to connect welfare recipients and low-income persons to jobs and other support services.
- Federal State Planning and Research Program (Section 5313): Funds are used to assist local transportation providers with planning studies, demonstration projects, management training and cooperative research.

Objective 1: Exhibit B

Transportation Coordination Categories

ADMINISTRATIVE

Grant Administration*
Procurement
Reporting*

FINANCIAL

Contracting/Eligibility/Reporting/etc.
Funding Sources*
Local Partnerships

LEGAL

Contractual Provisions*
Federal/State Statutes and Regulations
Jurisdiction*
Liability*

OPERATIONS

ADA Eligibility*
Dispatching
Drug and Alcohol Program
Fares/transfers
Maintenance
Safety and Security
Training

PLANNING

Regional
Routing/scheduling
Rural Planning*
Service area

COMMUNITIES

Local Stakeholders
Elected officials
Disadvantaged riders
Community Based Organizations
Businesses
Economic development professionals

(Items denoted w/ asterisk are categories at both state/region & local levels.)

Objective 1: Exhibit C
Regional Public and Specialized Transportation (PST)
Planning Activities

Planning Activities in Northeastern Illinois

1. Chicago Area Transportation Study (CATS)
 - They have two task forces that deal with this issue: Community Mobility Task Force and the Task Force for Seniors and People With Disabilities. These two task forces have now started to meet jointly to create a regional plan for paratransit transportation.
 - CATS is trying to get the jump on proposed new transportation reauthorization legislation that will require large urban areas to have regional PST plans.
 - Note: Legislation has been signed by the Governor merging CATS and NIPC into the soon to be created Regional Planning Board (RPB).
2. PACE (suburban bus provider in Northeastern Illinois)
 - They have been working with several of the local communities in developing local specialized transportation services.
 - They do not have a formal ongoing PST planning responsibility like CATS.
3. Specific Counties
 - DuPage County has undertaken a formal specialized transportation study. A number of the recommendations from this study have been implemented.
 - Kane, McHenry and Lake Counties are all looking at developing local specialized transportation coordination plans.
4. Regional Transportation Authority
 - They undertake special transit projects in the region, but do not have ongoing planning responsibilities for PST.

Planning Activities in Downstate Urban Areas

1. Metropolitan Planning Organizations (MPO's) – see attached table for locations

- Very limited role in PST planning activities.
- Any PST project must be included in the MPO's annual Transit Improvement Plan (TIP). Usually the transit operator gives the MPO the required information to put in the TIP (as opposed to the project being part of an on-going planning effort by the MPO).

2. Public Transit System Operators

- The extent of local coordination of services depends upon the individual initiative of grantees, and there is very little service coordination on a regional basis. Rock Island County Mass Transit District is one of the few that has looked at region-wide PST planning.
- The Peoria area is undertaking a study to determine the feasibility of developing a Regional Transportation Authority (RTA) to oversee public transit service in a broader region than just the City of Peoria. It is not known if the RTA, if implemented, would have PST planning responsibilities.

Planning Activities in Downstate Rural and Small Urban Areas

There are no formal ongoing planning activities. Several planning commissions exist (see attached table) but they conduct little or no PST planning. Regional Planning Councils (RPC's) exist in rural areas but are neither mandated nor funded to provide public transportation planning. Whether or not any of them provide public transportation planning is at the discretion of the individual councils.

Metropolitan and Regional Planning Organizations

1	Rockford Area Transportation Study	8	Sangamon County Regional Planning Commission
	Mr. William Bittner		Mr. David Kiliman, Executive Director
	425 East State Street-Rm. 307		200 South Ninth Street, Rm. 212
	Rockford, IL 61101, (815) 987-5570		Springfield, IL 62701, (217) 535-3110
2	Chicago Area Transportation Study	9	East-West Gateway Council of Governments
	Ms. Patricia Barry, Deputy for Programming		Mr. Les Sterman, Executive Director
	300 West Adams		Gateway Tower, One Memorial Drive, Ste. 1600
	Chicago, IL 60606, (312) 793-3456		St. Louis, Missouri 63102, (314) 421-4220
3	Kankakee County Regional Planning Commission	10	Tri-County Regional Planning Commission
	Mr. Mike Van Mill, Executive Director		Mr. Terry D.Kohlbus Executive Director
	189 East Court Street		411 Hamilton Boulevard, Suite 2001
	Kankakee, IL 60901, (815) 937-2940		Peoria, IL 61602, (309) 673-9330
4	McLean County Regional Planning Commission	11	Bi-State Metropolitan Planning Commission
	Mr. Paul Russell, Executive Director		Ms. Denise Bulat, Executive Director
	115 E. Washington, Suite 103		1504 Third Avenue
	Bloomington, IL 61701, (309) 828-4331		Rock Island, IL 61201, (309) 793-6300
5	Champaign County Regional Planning Commission	12	East Central Intergovernmental Association
	Mr. Jeff Roseman, Director		Kelley Hutton Deutmeyer, Executive Director
	1776 East Washington		3999 Pennsylvania Avenue
	Urbana, IL 61802, (217) 328-3313		Dubuque, Iowa 52002, (319) 556-4166
6	Macon County Regional Planning Commission	13	City of Beloit, Dept of Engineering
	Mr. Mark Smith, Executive Director		Mr. John Soltau
	141 S. Main Street, Room 501		100 State Street
	Decatur, IL 62523, (217) 424-1466		Beloit, WI 53511, (608) 364-6702
7	Danville Area Transportation Study		
	Adam Aull, Director		
	17 W. Main Street		
	Danville, IL 61832, (217) 231-2325		

Objective 1: Exhibit D
Technical Assistance Resources

Illinois Department of Human Services

DHS does not have a centralized technical assistance resource for transportation providers. DHS staff provides technical assistance to participating transportation providers on a per-program, as-needed basis. DHS has created the initial database. (See Appendix)

Illinois Association of Rehabilitation Facilities

Like DHS, the Illinois Association of Rehabilitation Facilities (IARF) does not have a centralized technical assistance resource for transportation providers. IARF does provide liaison assistance on transportation issues to their member agencies on an ‘as needed’ basis. In most cases, their biggest dilemma is that the cost for transporting individuals they serve is not included in the rates paid by DHS for the service.

Illinois Department on Aging

1. Bert Weber and staff from 13 AAA’s collaborate with IDOT, RTAC, and other state agencies to work with local organizations to determine the best approach and method to achieve coordination at the grass roots level (hands-on community organization activities).
2. The Department holds and has access to written information from the Administration on Aging, Federal Department of Health and Human Services (DHHS), Community Transportation Association of America (CTAA), Federal Transit Administration (FTA), United We Ride, RTAC, and other federal, state and local rural based organizations.
3. The Department has access to information and publications, and has worked with other State Units on Aging (SUA) individually and through the National Association of State Units on Aging (NASUA).
4. The Department is willing to do whatever is necessary to facilitate, support and enable local communities to improve and expand coordination activities.

Illinois Council on Developmental Disabilities

The Illinois Council on Developmental Disabilities (ICDD) commissioned a study, “Improving Transportation Opportunities for People with Disabilities in Illinois” that can be used as a resource for transportation coordination activities.

Illinois Department of Employment Security

1. The IDES web site contains data on Commuting Patterns: Census data that quantifies the number of people living in one county, and from that total, the number of people who work in that county and surrounding counties and states. The latest data is from the year 2000 (Report is dated March 2003). It is located on the LMI Source site at: <http://lmi.ides.state.il.us/commutingpatterns.htm>
2. The web site contains Illinois at Work data: employment, number of business establishments, and total wages paid, by 2-digit NAICS industry, by ownership (Private, Federal/State/Local Government), and by county. The ES-202 report is made available for every quarter approximately 7 months after the end of a quarter. It is located on the LMI Source at: <http://lmi.ides.state.il.us/ilatwork/ilatwork.htm>
3. The web site contains Where Workers Work data: employment by 2-digit NAICS industry in the private sector only by community area in the 6-county Chicago metropolitan area. The ES-202 report made available using the first quarter data of each year. The latest data is available at the LMI Source site at: <http://lmi.ides.state.il.us/wwwork.htm>
4. The web site contains Local Employment Dynamics (LED) data, EI&A data that is merged with Census data and is accessible through the LMI Source site: <http://lmi.ides.state.il.us/LED/default.htm> There is more lag time for this data availability than there is for the ES-202 because of the merging. As part of this project, EI&A personnel are working with the Census on geo-coding all employer records. This will allow for some mapping capability. This project can be seen at the following site: <http://lehd.excensusonline.com/> This site will allow for mapping of labor sheds and commuter sheds by geographic area.

Also of interest is the list of the IDES local Labor Market Economists, available on the LMI Source Web site: <http://lmi.ides.state.il.us/perassis.htm> This may be helpful in answering questions of a local nature in the future.

Illinois Department Healthcare and Family Services

DHFS can supply data on the number and cost of trips for Medical Assistance clients.

Illinois Public Transportation Association

The Illinois Public Transportation Association (IPTA) assists its members, communities and other organizations by:

- Assisting in dealing with special issues and legislation pertaining to legislation;
- Representing the interest, policies, requirements and purposes of operators of public transportation in Illinois;
- Improving the image of public transportation throughout the state;
- Providing a medium for the exchange of experiences, discussion and comparative study of industry affairs;
- Collecting, compiling and making available data and information relative to public transportation;
- Encouraging cooperation among its members, employees and the general public;
- Promoting research and investigation to the end of improving public transportation in Illinois;
- Facilitating professionalism in public transportation by promoting training and technical assistance opportunities throughout the state of Illinois; and
- Encouraging increased participation by public transportation providers in Association activities.

IPTA is committed to providing quality, accessible transportation in Illinois. The Association serves as a resource for its members by providing forums to discuss day-to-day operating issues, identifying common problems and solutions, providing insight into future trends in the industry, providing training in all aspects of management and leadership, and facilitating the individual attainment of professionalism.

In 2003, IPTA and IDOT completed an extensive Capital Needs Assessment Report that details the present and future needs of our transportation providers. RTAC annually conducts a re-survey and update to that report. This tool is used to generate and justify capital requests on the state and federal levels.

As a member of the ICCT Committee, IPTA travels to communities who do not have transportation service to educate the stakeholders on the value of public transportation and coordination.

Rural Transit Assistance Center

The Rural Transit Assistance Center (RTAC) is a unit of the Illinois Institute for Rural Affairs (IIRA) at Western Illinois University.

RTAC, through an intergovernmental agreement with IDOT, provides the Illinois Rural Transit Assistance Program (RTAP), and has done so since the inception of Illinois RTAP in the late 1980s.

The RTAP work plan includes:

- Driver training, with courses in emergency procedures, defensive driving, and passenger assistance;
- Management conferences;
- Technical assistance via a toll-free line and on-site visits;
- Maintenance seminars;
- Quarterly newsletter;
- Lending library consisting of literature, videos, CDs, and other media;
- Planning assistance for transit providers;
- Special projects for IDOT;
- A statewide paratransit “Roadeo” for both rural and urban drivers;
- Annual re-survey and information update of the IDOT/IPTA Capital Needs Assessment;
- Participation on the transportation committee of the Illinois Terrorism Task Force; and
- Participation in IPTA activities.

The ICCT clearinghouse staff person resides at RTAC, under general direction from the ICCT committee of the whole and the RTAC manager. To date, the staff person has focused on the preparation of this report, and the RTAC manager has provided technical assistance to communities (both rural and urban). As of January 2006, the clearinghouse has received 20 technical assistance requests spanning 30 counties.

In 2006, the clearinghouse staff person, in addition to beginning to assist with technical assistance requests, will conduct a variety of duties that include enhancing the database functionality and developing an ICCT website. The RTAC manager will continue to take an active role in all aspects of the clearinghouse, especially in the provision of technical assistance.

Rides Mass Transit District

- Bill Jung, Rides Mass Transit District CEO, provides peer to peer assistance on all aspects of rural and small urban system operations, including assistance with state and federal transportation grant processes, reporting and applications.
- Jung, along with the IPTA director and the RTAC manager, has been an ICCT spokesperson at conferences and other transportation forums.
- In 2005, Rides MTD received an award from the Federal Transit Administration (FTA) for its coordination efforts. The award was the third national award that Rides MTD has received for its system efficiency and coordination efforts.

University of Illinois at Chicago

The University of Illinois at Chicago (UIC) is a longtime collaborator with the IDOT Division of Public and Intermodal Transportation, through providing research and conducting technical study projects. UIC compiled the provider database, a comprehensive report which the ICCT has examined and hopes to utilize in our work with the DHS database. UIC has also assisted:

CATS – Private Providers Directory.

NIPC – Regional map of Northeastern Illinois providers.

Objective 1: Exhibit E

State of Illinois Mass Transit Districts (11/05)

Mass Transit District	Funding Type	Service Area	Service Description	Hours of Operation			Comments
				M – F	Saturday	Sunday	
Champaign-Urbana MTD	5307, 5309, DOAP	Champaign, Urbana, and parts of Savoy	Operates 90 transit buses on a fixed route system, and 14 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	8am - 6pm	6am - 11:30pm	8:30am - 6pm	Regular hours 24/7 Summer Hours 5:30am - 12:30pm everyday (Fixed Route and Paratransit) Also have various routes that start as early as 4:55 a.m. and run all night long (especially on the college routes).
Danville MTD	5307, 5309, DOAP	Decatur's service is provided within the communities of the Danville, Tilton, Westville, and Georgetown.	Operates 9 transit buses. Complimentary Paratransit provided by CRIS.	6:15am -6:15pm	8:45am - 5:45pm	Closed	
Greater Peoria MTD	5307, 5309, DOAP	Includes Peoria, West Peoria Township, and Peoria Heights. Also provides service under contract with the East Peoria MTD which is included as part of its service area.	Operates 54 transit buses on a fixed route system, and operates 23 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	5:30am - 1:30am	7am - 1030pm (Fixed Route and Paratransit)	Closed	

Mass Transit District	Funding Type	Service Area	Service Description	Hours of Operation			Comments
				M – F	Saturday	Sunday	
Jackson County MTD	5311, 5310, Downstate Urban	Within the county limits of Jackson county and between Jackson County and Crab Orchard estates in adjacent Williamson County. Jackson County is 588.1 square miles with a population of 59,612.	Senior Adult Services provides service to senior citizens and persons with disabilities and general public transportation. Demand response and projected route deviation.	7am - 6pm	Closed	Closed	
Rides MTD	5311, 5310, DOAP	Gallatin, Hardin, Pope, Saline, Wabash, Wayne, Edwards, Hamilton, White, Richland, and Lawrence. Service area is 3,361 square miles and has a population of 103,482.	Operates demand-response bus service in Gallatin, Hardin, Pope, Saline, Wabash, Wayne, Edwards, Hamilton and White counties. In addition, a River Taxi service has been implemented on the Ohio River with service between Rosiclare, Golconda, Elizabethtown, and Cave-in-Rock. Extended service is provided for medical trips to Chicago, Springfield, St. Louis, Evansville, IN, Vincennes, Paducah, KY, Marion, Carbondale, Vienna, Metropolis, Anna, Mt. Vernon, Centralia, Olney and Princeton, IN. Employment trips are made to Marion and Princeton, IN. Shopping trips are made to Marion, Carbondale and Princeton, IN.	Established routes: 6am - 6pm Demand response bus: 8am - 4pm Evening service: M/W/F 9pm - 9pm for Saline and Gallatin Counties. River Taxi service: Fixed Route Tuesday - Saturday General Public Transportation 7:30am - 5pm (May 10 - November 1 - weather permitting.) No charter service or historical tours.	Demand response bus: 6am - 4pm for Saline, Hardin, Gallatin Counties.	Closed	

Mass Transit District	Funding Type	Service Area	Service Description	Hours of Operation			Comments
				M – F	Saturday	Sunday	
River Valley Metro MTD	5307, 5309, DOAP	The municipalities of Kankakee, Bourbonnais, Aroma Park, and Bradley, and parts of Kankakee County.	Operates 8 transit buses on a fixed route system, and operates 3 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	6am - 6:30pm (Fixed route and paratransit)	6:30am - 6pm (Fixed route and paratransit)	Closed	
Rock Island County Metropolitan MTD (MetroLINK)	5307, 5309, DOAP	Includes the counties of Rock Island, Mercer, and Henry. Also provides service in Scott County, Iowa.	Operates 56 transit buses on a fixed route system, and operates 6 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	5:30am - 9:00pm (Fixed Route and Paratransit)	7:45am - 6pm	8am - 5pm	*Morning subscription service available from 5 - 7:30 a.m. Subscription priority will be given to those riding to work.
Rockford MTD	5307, 5309, DOAP	Includes all incorporated areas of Rockford, Loves Park, and Machesney Park.	Operates 39 transit buses on a fixed route system, and operates 25 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	6:15am - 11:15pm	6:15am - 5:45pm	9:15am - 5:15pm	
Shawnee MTD (SMART)	5310, 5311	Alexander, Johnson, Massac, Pulaski, and Union Counties. Access to Cape Girardeau, MO and Paducha, KY. Service area has a population of 63,270 and covers 1,571 square miles.	Operates 22 paratransit vehicles providing door to door demand-response service.	6am - 5pm	3 shifts, work programs only and special event transportation	3 shifts, work programs only and special event transportation	Provide door-to-door contract service for employers and demand response medical service.

Mass Transit District	Funding Type	Service Area	Service Description	Hours of Operation			Comments
				M – F	Saturday	Sunday	
South Central MTD	5311, 5310, DOAP	Marion, Clinton, Jefferson, Perry, Washington and Franklin. Also serves on a demand response to St. Clair County Metro-Link and Williamson County. Service area has a population of 194,300 and covers 3,032 square miles.	Demand response and commuter routes.	5:30am - 7pm 6am - 6pm 9am - 3pm	By appt only		*Centralia & Mt. Vernon **Salem ***Nashville & West Frankfort
Springfield MTD	5307, 5309, DOAP	Townships of Springfield, Capital, and Woodside. Service area covers 62 square miles.	Operates 50 transit buses on a fixed route system, and operates 15 paratransit vehicles, providing service to the elderly and individuals with disabilities on a demand response system.	6am - 6pm Fixed Route and Paratransit.	6am - 6pm Fixed Route and Paratransit	Closed	
West Central MTD	5311	Morgan and Scott Counties. Service area has a combined population of over 42,000 residents and 820 square miles.	System operator provides service via three 21 passenger transit vehicles engaged in “door to door” demand response service.	6:30am - 8pm	8am - 4pm	Closed	

Objective 1: Exhibit F

Inventory of Rider Eligibility Requirements

12/05 (Based on IDOT sheet from 6/04)

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Aging	Title IIB-Community Supportive Services	Elderly Persons	Restricted operating, capital, technical assistance	Just about any type of agency through the Area on Aging Agencies	Mandated by program
Department of Commerce and Economic Opportunity	Trade Adjustment Assistance	Workers unemployed due to unfair foreign competition	Transportation expense reimbursed directly to client	Client	None
Public Health	Genetic Counseling	Children born w/ Genetic Conditions	Medical counseling trips	Local government/public agencies	None
Public Health	HIV/AIDS Title II Program	Low-income, uninsured, underinsured HIV people	Restricted operating/admin to service provider, transportation voucher	Local government/public agencies, non-profits, and HIV care lead agencies	Show efforts, part of a regional coordinated plan
Public Health	Women's Health Initiative	Specific program participants	Education classes on nutrition	Local government/public agencies and not for profit agencies	None related to transportation

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Public Aid	Transportation	Public aid clients for medical care	Transportation costs for medical care	Public transportation operators, non-profit agencies, and individuals	None
Transportation	Section 5311 Non-urbanized Area Formula Program	General Public	Unrestricted operating and administrative expenses	Local government/public agencies, and public transportation operators	Mandated
Transportation	Section 5310 Elderly Persons and Persons with Disabilities Program	Elderly persons and persons with disabilities	Restricted capital assistance to service provider	Local government/public agencies, public transportation operators, and non-profit agencies	Mandated
Transportation	Downstate Operating Assistance Program	General Public	Unrestricted operating and administrative expenses for downstate public transportation services	Downstate local government/public agencies and public transportation operators	None
Transportation	Reduced Fare Program (for Downstate Public Transit Systems)	Elderly persons, persons with disabilities and students	Restricted operating and administrative assistance to service provider	Downstate local government/public agencies and public transportation operators	None

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Transportation	Series B Capital Bond Program (for Downstate Public Transit Systems)	General Public	Unrestricted capital assistance to service provider	Downstate local government/public agencies and public transportation operators	Project must be included in local/regional planning process
Transportation	Public Transportation Fund for Northeast IL	General Public	Unrestricted operating and administrative expenses for Northeast IL public transportation services	Regional Transportation Authority	None
Transportation	Additional State Assistance and Additional Financial Assistance for Northeast IL	General Public	Unrestricted operating and administrative expenses for Northeast IL public transportation services	Regional Transportation Authority	None
Transportation	Reduced Fare Program (for Northeast IL)	Elderly persons, persons with disabilities and students	Restricted operating and administrative assistance to service provider	Regional Transportation Authority	None
Transportation	Series B Capital Bond Program (for Northeast IL Public Transit Systems)	General Public	Unrestricted capital assistance to service provider	Northeast IL Public transportation operators	Project must be included in local/regional planning process

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Human Services	Transportation	Juveniles going to detention facility	Restricted capital assistance to service provider	Local government/public agencies	Project must be included in local/regional planning process
Human Services	TANF Employment and Training	Provides assistance to qualified families to move from welfare to work	Transportation expense reimbursed directly to client	Local government/public agencies, non-profit agencies, for profit companies and individuals	None
Human Services	Food Stamp Employment and Training (FSE&T)	Assists qualified clients improve their work skills and find employment	Transportation expense reimbursed directly to client	Local government/public agencies, non-profit agencies, for profit companies and individuals	None
Human Services	Chicago Transit Authority Cards (TANF)	DHS TANF clients to travel to work, training treatment, and other needs.	Transportation expense reimbursed directly to client	Individuals	None
Human Services	Chicago Transit Authority Cards (FSE&T)	DHS FSE&T clients to travel to work, training treatment, and other needs.	Transportation expense reimbursed directly to client	Individuals	None

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Human Services	Serving Clients at the Front Door Program	Eligible low income families for transportation, car repairs, insurance, child care, etc.	Transportation expense reimbursed directly to client	Individuals	None
Human Services	Social Services Block Grant (SSBG), Donated Funds Initiative (DFI)	Provides funding for 17 social services to persons >60	Restricted operating/administrative assistance to service provider, transportation expense reimbursed directly to client	Directly to an eligible service or transportation provider	Must show efforts to coordinate with other local providers
Human Services	Illinois School for the Deaf, for the Visually Impaired and Illinois Center for Rehab and Education at Roosevelt	Students with disabilities who attend these schools	Restricted purchase of service from provider for the purpose of transporting students	Directly to an eligible service or transportation provider	None
Human Services	Federal Vocational Rehabilitation Program	Assist individuals with disabilities in finding, retaining or returning to work	Restricted purchase of service from provider or reimbursement directly to client	Public transportation operators and individuals	None
Human Services	Developmental Training	Individuals with Developmental Disabilities	?	Not for profits and for profit companies that have a contract with DDD	None

Agency	Program Name	Who is Served	Eligible Uses	Recipient	Coordination Requirements
Human Services	Community Integrated Living Arrangement (CILA)	Adult Individuals with a Developmental Disability	?	Not for profits and for profit companies that have a contract with DDD	None
Human Services	Home Based Services	Adults (>18) living at home with a disability	?	Individuals	None

Objective 2 Subcommittee Report:

The ICCT charged the Objective 2 Subcommittee to Promote Innovative Funding Strategies and Provide Expertise and Support for Local Transportation Funding Requests.

Please note that the ICCT is promoting certain principles and guidelines that target perceived needs in Illinois and that are consistent with current federal laws, regulations and policy guidance. Additional regulations and policy guidance may be forthcoming from the Federal Transit Administration following passage of the federal transportation funding act, SAFETEA-LU, in November 2005. All state regulations and requirements must be consistent with what the federal government requires and stipulates. State jurisdiction can only extend into areas where state authority is allowed by federal rules.

Job Access Reverse Commute (JARC) is a program of the federal transportation bill that provides funding for transportation to connect low-wage workers to area jobs and work-related resources, such as education and training.

Target #1: A unified process is developed to apply for federal transportation assistance in support of innovative to-work projects throughout Illinois.

Initiative 1: Develop an inventory of all federal public transportation assistance programs and make the information available through the information clearinghouse.

Target 1 corresponds with strategic targets involving Subcommittees for Objectives 1 and 3. The database that has been developed will provide initial information on available funding from state agencies to support transportation for disadvantaged populations. Similarly, the clearinghouse currently contains information on most available federal funds.

Target #2: A statewide process for requesting JARC funds based on community input is developed.

Initiative 1: In conjunction with the JARC working group recommendations, develop an application review process that provides for community-based input.

Purpose

When the JARC program was introduced during the late 1990s under the last federal transportation bill (TEA-21), few Illinois localities and stakeholders were aware of JARC funding and the potential resources it provided to enhance existing transit systems and connect disadvantaged populations to area jobs and work-related resources (education and training) or to create new transit services for job access. In areas that benefited from JARC funding, local stakeholders may have inadvertently been left out of the process to determine what services would be funded.

Progress

The Subcommittee for Objective 2 has developed a process identifying roles and responsibilities for state agencies, localities and regional authorities (see Exhibit A immediately following this report).

Recommendations

The Subcommittee recommends that the JARC process outlined in Exhibit A, be implemented.

Target #3: Funds from other state or federal sources for projects that do not qualify for JARC funds are identified for individual counties and communities.

Initiative 1: Identify funding sources not earmarked for JARC projects and make the information available on the clearinghouse website.

This Subcommittee determined that Target 3 corresponds to strategic targets involving subcommittees for Objectives 1 and 3. The database that has been developed will provide initial information on available funding from state agencies to support transportation for disadvantaged populations. Similarly, the clearinghouse contains information on most available federal funds.

Objective 2 Report: Exhibit A

Illinois Job Access Reverse Commute (JARC) Selection Process and Criteria

The Illinois JARC Process has been proposed by the ICCT under Public Act 93-0185 to:

- Ensure that all localities are aware of JARC funding rules and availability;
- Maximize the use of JARC funds for intended purposes and populations; and
- Prevent the lapsing or loss of available JARC funds.

The ICCT will work with IDOT on an advisory basis to coordinate the Illinois JARC process and grant cycle, provide guidelines and criteria to all jurisdictions, and assist IDOT in project review. IDOT will manage project selection and oversee the expenditure of JARC funds statewide to oversee guidelines and ensure that JARC funds do not lapse.

Key Components of the Selection and Review Process

The following is a list of key components for the proposed JARC process that are recommended for implementation:

- Reverse Commute proposals should prioritize populations at or below 200 percent of the federal poverty level.
- Agencies or organizations representing the transit disadvantaged should be involved at the local level in planning JARC-eligible services for their community.
- Because formal planning organizations may not be active or established in all rural areas of the state, local or regional coordinating groups should be encouraged as appropriate, to document areas where job access is lacking, such as key commercial corridors and industrial areas.
- Each proposal should be accompanied by letters of endorsement or other evidence of support from local service agencies and other Community-Based Organizations.
- Best practices should be identified to assist local providers in sustaining funding for transportation services that are initially funded through JARC.
- Potential matching funds for JARC projects should be identified to support local service efforts.

JARC Application and Review Process

1. In rural areas of the state, IDOT, working through a set of regional managers, sends out a request for proposals to small urban and rural counties for transportation projects that can be funded by JARC. In urban areas, the Metropolitan Planning Organization (MPO) will be responsible for this function.
2. In rural areas, the regional managers in consultation with appropriate local stakeholders will prioritize projects based on ability to deliver desired outcomes and advance the top tier projects to the ICCT JARC review committee.
3. In urban areas, the designated recipient of federal funds in consultation with the MPO and other appropriate local stakeholders will prioritize projects based on ability to deliver desired outcomes and advance the top tier projects to the ICCT JARC review committee.
4. The JARC review committee of ICCT, serving in an advisory capacity to IDOT, reviews selections against selection criteria and identifies potential matching funds where available and necessary.
5. If approved JARC funds are in danger of lapsing for any recipient, IDOT within program guidelines established by the federal government, will transfer the funding to other qualified projects and will notify the ICCT of its action.

General Guidelines

- **JARC Application Selection.** The JARC Review Committee of the ICCT will coordinate the selection process and serve in an advisory capacity to IDOT on proposals under the process outlined above. IDOT, working with the regional managers, MPO's and transit agencies, will solicit applications for JARC and prioritize projects for consideration.
- **Reverse Commute Requirements.** All proposed projects that seek to develop reverse commute service should prioritize those services to populations at or below 200 percent of the federal poverty level.
- **Priority of Funding.** IDOT may select criteria to guide regional priorities for funding.
- **RFP Process.** An open request-for-proposal (RFP) process will be held to solicit applications every other year. Notice will be posted through appropriate state agencies, MPO's, regional planning bodies, municipal associations, and statewide associations. Web site announcements and brochures are acceptable for outreach.

NOTE: During the years when no RFP's are solicited, outreach meetings may be held by ICCT throughout the state to provide information and encourage awareness about the JARC program to localities throughout the state. Outreach is to include local, state and federally funded agencies serving low income populations.

- **Application Guidelines.** Proposed JARC program projects must be prioritized for that area. The applicant team should involve the following individuals or organizations: local transportation providers and planners, DCEO staff, DHS staff, Area Agency on Aging, Chamber of Commerce, and five Community Based Organizations (CBOs) from the area, at least one of which must be an organization serving individuals with disabilities. The remaining four local organizations can include any of the following: local Urban League, local WIB, United Way, Community Action Agency, YWCA or other CBO serving low income families.
- **Review Process.** Regional managers, transit agencies and MPO's will review applications and rank them according to established criteria. Rankings and applications will be sent to the ICCT review committee for recommendations to IDOT. Any review committee members that submit an application or form part of an applicant team, must excuse themselves from the review process involving those proposals or competing proposals.
- **Regional Review Process:** An initial review at the regional level will be undertaken by the regional managers, transit agencies and MPO's, with appropriate support from local transportation providers and planners. In addition to the regional review, this review committee can include representatives from: DHS, Area Agency on Aging, Chamber of Commerce, IDOT or RTAC, and Community Based Organizations as identified that serve disadvantaged populations.
- **State Review Process:** The designated ICCT review committee will review the top tier applications received from the regional managers, transit agencies and MPO's, and forward recommendations to IDOT.

Selection Criteria

To be eligible for JARC funds, an application must address the following criteria *in addition to the existing federal requirements.*

- Explain how proposed service will fill existing job and job-related transportation service gaps without duplicating any service.
- Show how proposed service augments existing public or specialized transportation service by mileage and hours; list existing area transportation.
- Estimate ridership for new proposed service.
- Describe how transportation service improvements are expected to be funded and continued after initial JARC grant period is over.
- Relevant to the proposal, identify where low income families and TANF recipients live in the area or region and where key job centers are located.
- Proposal must show letters of endorsement from area social service agencies and businesses.
- Describe outreach and promotion of proposed services to target ridership.
- List local and regional matching funds.

Objective 3 Subcommittee Report:

The ICCT charged the Objective 3 Subcommittee to Provide Up-to-Date Information and Communication Services to Local Areas. This objective contains four targets, created at the ICCT's strategic planning session. In addition, Target #6 from Objective 1 was transferred to Objective 3, becoming Target #5, "A definitive technical assistance program that addresses gaps in public transportation is developed and is readily available to assist service providers."

Target #1: A well informed network of service providers linked by an effective communication structure throughout Illinois.

The ICCT identified four initiatives for the subcommittee to consider in developing recommendations for achieving Target #1.

Initiative 1: Establish a centralized information clearinghouse on coordination programs, including potential funding resources, grant-writing expertise, system design, and other best practices and innovations to serve the general public and the transportation-disadvantaged.

Purpose

The clearinghouse serves as the primary resource for information and technical assistance for ICCT members, communities which are un-served or under-served by public transportation, the general public, and state agencies.

Progress

The clearinghouse accumulated a comprehensive library of coordination literature and best practices, is staffed with a full-time employee, and responded to requests for technical assistance by ICCT members, un-served and under-served counties, the general public, state agencies, and other states' Departments of Transportation.

Recommendations

The clearinghouse should continue to accumulate coordination literature and best practices, as well as continue to respond to technical assistance requests. Overwhelmingly, the need exists to extend the clearinghouse efforts beyond the submission of the report to the Governor and General Assembly in February 2006.

Initiative 2: Develop an ICCT website in conjunction with the information clearinghouse that is accessible to all public transportation service providers throughout Illinois.

Purpose

Provide a technologically convenient resource, which public transportation providers will use to obtain coordination information and linkages to other resources.

Progress

Due to the need to complete the ICCT report, as well as the need to assist the large number of communities which have requested technical assistance, the creation of the website was not an immediate priority.

Recommendations

The creation of a website should be a second-year priority for the clearinghouse. The plan for website contents is located in Exhibit B. It is expected that the website will be implemented in the first Quarter of 2006.

Initiative 3: Educate all public transportation service providers about the mission, guiding principles, and activities of the ICCT through its website.

Purpose

Provide a technologically convenient resource which public transportation providers will use to obtain coordination information and linkages to other resources.

Progress

Due to the need to complete the ICCT report, as well as the need to assist the large number of communities which have requested technical assistance, the creation of the website was not an immediate priority.

Recommendations

The website is expected to begin in the first Quarter of 2006. Its initial contents are located in Exhibit B of this section.

Initiative 4: Determine the staffing needs for the information clearinghouse and recommend staff levels to the Governor's Office.

Purpose

ICCT members worked together to determine the purpose and objectives of a clearinghouse, and determined the duties to be performed by the clearinghouse staff person. ICCT members determined the need for one full-time staff person.

Progress

Members determined the location for the clearinghouse, the Rural Transit Assistance Center (RTAC) at Western Illinois University. It was decided the clearinghouse staff person is to be supervised by the RTAC manager, a member of the ICCT. RTAC conducted a job search and hired Dawn Maye, whose immediate priority was assisting the ICCT in formulating the report to the Governor and General Assembly.

Recommendations

Upon completion of the report to the Governor and General Assembly, the subcommittee recommends the clearinghouse staff person begin assisting the RTAC manager with technical assistance and with other clearinghouse job duties such as the creation of a website.

Target #2: Recommendations are provided for needed statutory or regulatory changes to promote public transportation coordination

The ICCT identified three initiatives for the subcommittee to consider in developing recommendations for achieving Target #2.

Initiative 1: Form a working group to advise the ICCT on needed statutory and regulatory updates.

Purpose

During the strategic planning process, ICCT members identified the need to recommend program waivers, which would facilitate the ability of member agencies to achieve coordination targets such as mixing of populations and sharing of vehicles.

Progress

This working group has not yet been formed, due to priorities such as the report to the Governor and General Assembly and the unexpected large number of technical assistance requests.

Recommendations

The subcommittee recommends the formation of a working group contingent upon continuation of the ICCT after the submission of the report.

Initiative 2: Review the coordination requirements in the Section 5310 and 5311 grant programs and recommend statutory and regulatory updates to strengthen those requirements.

Purpose

During the strategic planning process, ICCT members identified the need for stronger coordination requirements in the Section 5310 and 5311 programs.

Progress

The subcommittee has waited to determine the extent of coordination language change in the federal transportation re-authorization bill.

Recommendations

The bill has been re-authorized, named SAFETEA-LU, and the subcommittee is aware the bill contains stronger coordination language, though the specifics have been unavailable to-date. The subcommittee recommends waiting on the exact federal wording before possibly advising on the resultant state Section 5310 and 5311 language.

Initiative 3: Monitor Section 5310 and 5311 grant recipients to ensure compliance with coordination requirements.

Purpose

The Illinois Department of Transportation (IDOT) Division of Public and Intermodal Transportation (DPIT) is the compliance body for Section 5310 and 5311 grant recipients.

Progress

The subcommittee feels capable of offering recommendations to enhance compliance by recipients. The ICCT will act in an advisory capacity only and is not a compliance body.

Recommendations

Possible recommendations are contingent upon the exact coordination wording in SAFETEA-LU. Therefore, as with Initiative 2, the subcommittee recommends waiting on that exact wording before offering recommendations.

Target #3: Identify and recruit stakeholders in future initiatives to join ICCT efforts

The ICCT identified two initiatives for the subcommittee to consider in developing recommendations for achieving Target #3.

Initiative 1: Define "stakeholders" as they relate to public transportation services in Illinois and solicit their involvement in the process.

Purpose

The ICCT exists, per its mission statement, “to facilitate the broad coordination of local public transportation services in Illinois to effectively and efficiently provide for the essential needs of transportation-disadvantaged populations throughout the state.” Given that, the subcommittee feels “stakeholders” should include anyone who plays a role in the funding, service provision, administration, or receipt of service for the transportation-disadvantaged. Therefore, “stakeholder” has a broad interpretation, defined as anyone with a stake in the final outcome (coordinated local public transportation effectively and efficiently provided for the essential needs of the transportation-disadvantaged throughout the state).

Progress

ICCT members solicited stakeholder involvement through presentations at meetings including:

- 2004 Monroe Randolph Transportation Summit;
- 2004 FTA United We Ride Forum;
- 2004 Illinois Poverty Summit; and the
- 2005 Illinois Public Transportation Association Conference

In addition, ICCT members participated in local groups including the:

- Clark County Al-Trans Committee;
- Mason County Transportation Committee;
- McDonough County Public Transportation Committee; and
- Whiteside County Quality of Life Committee.

Recommendations

The subcommittee feels that as the ICCT continues its charge; its members will continue the type of stakeholder solicitation described above, as well as look for new ways to involve stakeholders in the coordination process.

Initiative 2: Develop working procedures for stakeholder involvement in the public transportation service provision process.

Purpose

Coordination experts agree that each community's stakeholder complement will vary according to that community's public transportation needs. Given that, each and every stakeholder group (transit commission, etc.) should develop working procedures that contain the following elements:

1. Customer-focused approach to every decision made about service provision.
2. All stakeholders (including customers, service providers, human service agencies, local officials, etc.) should be involved in regular meetings that discuss service duplication, service gaps, and customer access.
3. The stakeholder group should develop a mission statement. One example is, "Every transit-dependent person in _____ will get a ride".
4. Depending on whether or not the community working on coordination is in an un-served (not served by a public transportation grant) or under-served (incomplete coverage by a public transportation grant) area, a needs assessment (including data collection) might need to occur early in the process of stakeholder involvement.

Progress

In the process of providing technical assistance, the ICCT clearinghouse has begun implementing the above outlined procedures. For example, the City of Macomb, in October 2005, began the first of a series of stakeholder meetings with the purpose of achieving a coordinated transit system. The facilitator is using the exact elements listed above.

It is important to emphasize that the "process" is lengthy, and is never over. Holding stakeholder meetings is not a "fix", but instead one part of the process that leads to coordinated service delivery.

Recommendations

Clearinghouse staff will continue to use the above methodology in the course of providing technical assistance to communities.

Target #4: A structure and method for community feedback and involvement in regional transportation planning and coordination processes is developed.

The ICCT identified two initiatives for the subcommittee to consider in developing recommendations for achieving Target #4.

Initiative 1: Conduct a statewide needs assessment of public transportation needs, by region, within Illinois.

Purpose

The needs assessment will determine the extent to which duplication of service, service gaps, and non-access to service exist in Illinois.

Progress

The ICCT has received twenty (20) technical assistance requests from groups ranging in scope from individual towns (Macomb) to ten-county areas (Area Agency on Aging Area 3). Those groups have varying needs, some of which are justified by hard data and some of which data have not been collected.

Recommendations

A preliminary step that needs to occur is the formation of regional transportation planning groups. In the absence of that, community feedback and involvement can continue to occur with communities that request technical assistance from the clearinghouse.

Initiative 2: Conduct regional meetings to inform service providers and other stakeholders about the ICCT efforts and the need to coordinate public transportation funding in Illinois.

Purpose

Establish official forums to disseminate information about ICCT efforts.

Progress

Information is being disseminated on an ongoing basis, in the form of presentations at events such as Senator Demuzio's Economic Development Summit (held in Carlinville in October 2005) and the Illinois Association of County Board Members and Commissioners (held in Peoria in November 2005).

Recommendations

Divide the state into three regions (north, central, and south) and hold official ICCT informational forums by the end of 2006.

Target #5: A definitive technical assistance program that addresses gaps in public transportation is developed and is readily available to assist service providers.

The ICCT identified two initiatives for the subcommittee to consider in developing recommendations for achieving Target #5.

Initiative 1: Develop a statewide model for providing “technical assistance” to public transportation service providers.

Purpose

Develop a set of source materials that contain key elements of coordination information and methodology while also allowing flexibility for tailored presentation of the material.

Progress

Clearinghouse staff formulated a technical assistance packet, which met the criteria established above. The packet contains overviews of the existing public transportation climate, funding mechanisms, operations information, coordination information, and coordination strategies. (See Objective 3, Exhibit A)

Recommendations

The packet should be a continual work-in-progress, with information added as it becomes available or the need arises. In particular, information needs to be added that addresses the needs of northeastern Illinois. Furthermore, as the technical assistance packet evolves, it should be developed into an easily deliverable presentation, such as a PowerPoint.

Initiative 2: Create a task force or working group that will go out into Illinois counties and communities to apply the technical assistance model for service providers.

Purpose

Provide a broad-based approach to technical assistance. The working group will represent on a macro level the likely stakeholder complement found on the micro level.

Progress

A technical assistance oversight group consisting of a cross-section of Committee members was approved on an interim basis. The group will convene in early 2006 to review pending technical assistance requests and provide recommendations for further action.

Recommendations

The Objective 3 workgroup recommends continued existence of the technical assistance oversight group, and feels the group should establish clear operating procedures, with all policy questions directed to the IDOT member.

Objective 3: Exhibit A

ICCT Technical Assistance Packet Contents – August 2005

- 1. Overview**
 - a. Explanation of Section 5310/5311 programs
 - b. Map of Illinois counties; those with public transportation grants, those with grants in municipalities only, and those with no public transportation grant (See Appendix)
 - c. Rural Transit Assistance Center Overview (Presentation at informal meeting with Paratransit Subcommittee, by Ed Heflin)

- 2. Funding**
 - a. Chapter 6 (Funding Sources) from TCRP Report 105 (Strategies to Increase Coordination of Transportation Services for the Transportation Disadvantaged)
 - b. Downstate Public Transportation Operating Assistance Funding 101 (Report presented to Mass Transit Committee by Dave Spacek)
 - c. State Agency Transportation Responsibilities (From ICCT Objective 1 Workgroup)
 - d. Explanation of Public Act 94-0070, Amendments to the Downstate Public Transportation Act, by Linda Podeschi

- 3. Operations**
 - a. 13 Compliance Areas for Operating Assistance Grants (Handout at workshop on Downstate Operating Assistance Program, by John Marrella and Nancy Stwora)
 - b. Reference Tools for Everyday Operations in the Rural Public Transportation Environment (Presentation at RTAC Conference, by Dave Spacek)

- 4. Coordination Explained**
 - a. Transportation Service Chart (Source: FTA United We Ride Initiative)
 - b. Report to the President on Human Service Coordination, with 5 Recommendations- coordinated transportation planning, vehicle sharing, cost allocation, reporting and evaluation, and consolidated access transportation demonstration program (Presented by U.S. Transportation Secretary Norman Y. Mineta in May 2005)
 - c. Framework for Action Facilitator's Guide; Self Assessment Tools for Communities and States (Source: FTA United We Ride Initiative)
 - d. ICCT Letter of Introduction and Fact Sheet, by Dia Cirillo
 - e. Public Act 93-0185, Interagency Coordinating Committee on Transportation
 - f. TCRP Report 101, Toolkit for Rural Community Coordinated Transportation Services

5. Coordination Strategies

- a. Coordination Strategies- Customer Service; Operations; Partnership and Leadership; Planning; Policy, Program and Funding; Technology- one page per topic
- b. TCRP Report 105, Strategies to Increase Coordination of Transportation Services for the Transportation Disadvantaged

Objective 3: Exhibit B

Plan for Website Contents

Links to ICCT member agencies:

- Illinois Governor's Office <http://www.illinois.gov/>
- Illinois Department of Transportation <http://www.dot.state.il.us/>
- Illinois Department of Human Services <http://www.dhs.state.il.us/>
- Illinois Department on Aging <http://www.state.il.us/aging/>
- Illinois Department of Healthcare and Family Services
<http://www.hfs.illinois.gov/>
- Illinois Department of Commerce and Economic Opportunity
<http://www.commerce.state.il.us/dceo/>
- Illinois Rural Transit Assistance Center <http://www.iira.org/outreach/rtac.asp>
- AARP Illinois <http://www.aarp.org/states/il/>
- Illinois/Iowa Center for Independent Living <http://www.iicil.com/>
- Illinois Public Transportation Association <http://www.ipta-net.org/>
- Rides Mass Transit District <http://www.ridesmtd.com/>
- Illinois Association of Rehabilitation Facilities <http://www.iarf.org/>
- Work, Welfare and Families
<http://www.workwelfareandfamilies.org/home/home.html>
- Illinois Department of Public Health <http://www.idph.state.il.us/home.htm>
- Rural Partners <http://www.ruralpartners.org/>
- Illinois Department of Employment Security <http://www.ides.state.il.us/>
- Illinois Retail Merchants Association <http://www.irma.org/>
- Illinois Council on Developmental Disabilities
<http://www.state.il.us/agency/icdd/>

Member agency contacts:

- Illinois Governor's Office - Kristy Poteete 312-814-2121
- Illinois Department of Transportation - Dave Spacek - 312-793-2154
- Illinois Department of Human Services - Elizabeth Medina - 312-793-1747
- Illinois Department on Aging - Bert Weber - 217-785-3364
- Illinois Department of Healthcare and Family Services - Cristal Thomas -
217-782-7755
- Illinois Department of Commerce and Economic Opportunity - Brenda
Sherwood - 312-814-3631
- Illinois Rural Transit Assistance Center - Ed Heflin - 309-298-2141
- AARP Illinois - Donna Ginther- 217-522-7700
- Illinois/Iowa Center for Independent Living - Liz Sherwin - 309-793-0090

- Illinois Public Transportation Association - Linda Podeschi - 217-522-4782
- Rides Mass Transit District - Bill Jung - 618-253-8761
- Illinois Association of Rehabilitation Facilities - Chris Burnett - 217-753-1190
- Work, Welfare and Families - Dia Cirillo - 312-658-0225 x202
- Illinois Department of Public Health - Claude-Alix Jacob - 217-785-1051
- Rural Partners - Kay Gregg - 217-585-9242
- Illinois Department of Employment Security - Keith McReynolds - 217-524-2966
- Illinois Retail Merchants Association - Dave Vite - 312-726-4600
- Illinois Council on Developmental Disabilities - Sheila Romano - 312-814-2080

State of Illinois Mass Transit Districts

- Document in Objective 1 Report – Exhibit B.

Coordination Library

- This will be links to various coordination resources.

Presentation of Technical Assistance packet – maybe PowerPoint or other format

- Will develop a presentation using the Technical Assistance packet and will make this accessible via the website.

Transportation Planning Quiz (future)

- Possibly create a quiz to assist communities in determining where they are at in regards to transportation planning.

Case Studies

- Places that technical assistance has been provided and what lessons can be learned from them.

FAQ about transit

- FAQ section.

Objective 4 Subcommittee Report:

Members of this subcommittee addressed the objective to establish cost effective and efficient administrative procedures for the ICCT. This objective contains four targets, created at the ICCT's strategic planning session. The subcommittee members reviewed the appropriateness and applicability of these targets and addressed each of the targets. These targets and the activities of this subcommittee are shown below.

Target #1: Participating state agencies agree on the principles and strategy of the ICCT and have pledged support for the program

Initiative 1: Develop Memorandum of Understanding (MOU) to specify the public transportation roles and responsibilities of each participating agency in relationship to the ICCT. (see Objective 4 - Exhibit B)

Purpose

The MOU outlines the roles and responsibilities of ICCT members in a united effort to encourage the coordination of public, private, and specialized transportation services. It facilitates the development of collaborative activities to improve statewide coordination and it promotes continuity and commitment among all of the ICCT members.

Progress

Subcommittee members researched and prepared a Memorandum of Understanding (MOU) which was submitted to the full ICCT Committee and the Governor's Office for their review and approval. The subcommittee received approval from both of these parties to use the MOU as written.

Recommendations

Upon completion of the report to the Governor and General Assembly which is due February 1, 2006, the subcommittee recommends that the MOU along with a cover letter be issued to all participating members of the ICCT for signature.

Target #2: The working structure of the ICCT is established

Initiative 1: Create a working group to develop the organizational structure for the ICCT that reflects reporting relationships, feedback procedures, and staffing responsibilities.

Purpose

The organizational structure of the ICCT is important in the functioning of the Committee itself, but more importantly to allow state agency staff and other organization's members to work toward resolution of identified transportation issues, to

assist coordination at the state level, and to allow local grassroots organizations to embrace coordination.

Progress

The organizational chart includes the roles, responsibilities and functioning of ICCT members. The organizational chart includes activities both at the state level and at the local grassroots level to foster, facilitate and enable transportation coordination to occur. The organizational chart is located in the Appendix.

Recommendations

The ICCT staff person has been hired, so this subcommittee recommends the organizational chart be revised and refined to reflect the current roles, responsibilities, and participation of members. The revision should reflect how the ICCT currently operates and provide a format for long-term future operations and be compatible with restructuring of the strategic plan.

Initiative 2: Present the recommended structure, including the ICCT decision-making process, communication linkages, and subcommittee structures to the full ICCT for approval.

Purpose

The ICCT members established a structure to provide for a functional entity to address the issue of transportation coordination, in an efficient and effective way, on a statewide basis. Also, this structure provides an opportunity for all participants to be apprised of and/or actively involved in the tasks assigned through a strategic plan.

Progress

The organizational chart was approved at the October 2005 full ICCT meeting. At the August 2005 meeting, Ed Heflin of RTAC recommended to the ICCT that a steering committee be established to provide support for community technical assistance activities concerning transportation coordination.

Recommendation

We recommend that the interim technical assistance steering committee be officially established. The participating members of this committee will be the chairpersons of the current ICCT subcommittees, and representatives from the Governor's Office, IDOT, IPTA, Rides Mass Transit, and the Illinois/Iowa Council on Independent Living.

Target #3: ICCT coordination and staffing needs are identified, as are possible funding sources

The ICCT identified two initiatives for the subcommittee to consider in developing recommendation for achieving Target #3.

Initiative 1: Develop a multi-year funding program for ICCT staff (Transit Coordination Specialist) and office expenses.

Purpose

Identify resources for the long-term support of the staff and office expenses for the clearinghouse.

Progress

The Rural Transit Center (RTAC), represented on the ICCT by Ed Heflin, has provided complimentary office space, computer equipment, phone service and other amenities to the ICCT Transit Coordination Specialist. RTAC in collaboration with IDOT has identified the funding stream that currently sustains this position. (See Exhibit A)

Recommendations

Use the recommendation presented by the State transportation agency (IDOT) as a template upon which the resources of other State agency members of the ICCT can be added to create a viable and sustainable long-term funding support to achieve ICCT goals. These recommendations are part of the MOU which is Exhibit B in this Objective report.

Initiative 2: Identify skills sets needed by ICCT Transit Coordination Specialist. Identify appropriate methods of interviewing and hiring for this position.

Purpose

Identify the staffing needs necessary to provide a single point of contact/clearinghouse function for the coordination of transportation services as it pertains to underserved and disadvantaged populations. Utilize standard business practice to provide a fair and unbiased review of all candidates for the position of ICCT staff.

Progress

A job description and interview methodology was developed and provided to the ICCT by Ed Heflin of RTAC. Candidates were interviewed and Ms. Dawn Maye was selected and hired as ICCT Transit Coordination Specialist as of September 2005.

Recommendations

Continue long-term funding and resource support of the staff position at the Illinois Rural Transit Assistance Center location, to provide stability for coordination efforts, which will address the needs of the transportation-disadvantaged.

Target #4: A report on ICCT activities with recommendations is developed and finalized for delivery to the Governor and General Assembly

The ICCT identified two initiatives for the subcommittee to consider in developing recommendations for achieving Target #4.

Initiative 1

Complete a draft report on ICCT activities and recommendations by November 1, 2005.

Purpose

Assemble the recommendations of all the committees to bring the recommendations of the ICCT to the Governor and General Assembly.

Progress

Committees assembled their respective reports and recommendations, and Dawn Maye and Ed Heflin prepared a rough draft comprehensive report.

Recommendations

It is recommended that the Governor and General Assembly support and fund the recommendations made by the ICCT to improve and expand transportation services to the target population.

Objective 4: Exhibit A

Annual Work Program, FY06

Transit Coordination Specialist for Interagency Coordinating Committee on Transportation Housed at Rural Transit Assistance Center

The Transit Coordination Specialist will provide support to the Interagency Coordinating Committee on Transportation (ICCT), which has been charged with identifying how to broaden transportation for populations that are considered the transportation-disadvantaged, which includes low wage workers, elderly persons, persons with disabilities, and those who lack transportation options because of where they live.

The position is housed at the Rural Transit Assistance Center (RTAC), a unit of the Illinois Institute for Rural Affairs, at Western Illinois University. The position reports to the RTAC manager, who reports to the IIRA director. The RTAC manager, a member of the ICCT, directs the Transit Coordination Specialist in completing work objectives identified through the ICCT strategic plan.

Basic Work Objectives

1) Provide technical assistance to a variety of stakeholders, including:

- Advocacy groups.
- Community-based providers.
- Local agencies.
- General public.

Technical assistance assignments will include, but are not limited to:

- Establish a centralized information clearinghouse on coordination programs, including funding resources, system design, and other best practices and innovations;
- Develop an ICCT website in conjunction with the clearinghouse;
- Conduct/assist in regional meetings to assess statewide needs, and to inform service providers and other stakeholders about ICCT efforts and the need to coordinate public transportation funding in Illinois.

2) Conduct research and prepare reports for the Committee. Research and report assignments will include, but are not limited to:

- Identify state and federally mandated public transportation programs;
- Benchmark what other states have done to coordinate public transportation;

- Benchmark what other states have done regarding rural transportation planning;
 - Assist in preparing the report due to the Governor and General Assembly by February 1, 2006.
- 3) Assist the Committee in implementing the United We Ride Framework for Action process.
 - 4) Assist in making arrangements for Committee meetings:
 - a) Assist co-chairs in formulating the agenda;
 - b) Procure the site and make arrangements for audiovisual needs;
 - c) Disseminate agenda to Committee members;
 - d) Assist in evaluating the meeting and making recommendations for follow-up meetings.
 - 5) Act as secretariat to the Committee:
 - a) Take meeting minutes;
 - b) Disseminate meeting minutes to Committee members;
 - c) Track Committee membership.
 - 6) Conduct surveys and maintain databases for the Committee.

Duties will include, but are not limited to:

- Maintain a comprehensive list of current public transportation providers in Illinois, working with data bases provided/developed by Committee members;
- Compile an inventory of rider eligibility requirements;
- Compile information to be used in developing equitable and standardized trip reimbursement rates to be used by all agencies that pay for transportation on a per-trip or per-client basis.

Date _____

Prepared by:

Approved by:

Dawn Maye
Transit Coordination Specialist

Chris Merrett
IIRA Director

**Compensation for Services
For the Period Covering September 6, 2005 through September 5, 2006**

A. Direct Labor	Transit Coordination Specialist	\$40,000
B. Fringe Benefits	Transit Coordination Specialist	\$20,000
C. Direct Costs (Postage, Office Supplies/Equipment, Printing, Conference/Seminar/Meeting Registration)		\$2,000
D. Travel (State of Illinois lodging rates and per diem apply)		\$4,000
	TOTAL DIRECT COSTS	\$66,000
E. Administration (10% of direct costs)		\$6,600
<hr/>		
TOTAL		\$72,600

Financing

Federal United We Ride Grant \$35,000
Federal Section 5311 administrative funds \$37,600

Objective 4: Exhibit B

Memorandum of Understanding between the Interagency Coordinating Committee on Transportation and (the Individual 18+ Representatives cited in Public Act 093-0185)

Introduction

This Memorandum of Understanding between the Interagency Coordinating Committee on Transportation, hereinafter referred to as "ICCT" and the (Respective Agency, Individual, etc.) outlines the roles and responsibilities of the parties in their united effort to encourage the coordination of public, private, and specialized transportation services.

Whereas, The Illinois General Assembly finds that safe, reliable, and convenient transportation for all citizens of Illinois including, but not limited to rides to and from (i) work and related destinations such as child care and education, (ii) medical appointments and related destinations such as pharmacy, and (iii) ancillary services necessary to the health, well-being, and independence of the family such as grocery shopping, adult day services, and pharmacy related services are extremely important in the ability to find and retain employment of all citizens of Illinois , particularly lower income sectors of the economy.

Whereas, Public Act 93-0185 permits and expressly authorizes the organization of the ICCT and designates that (agency, etc.) serves on the ICCT to assist in the provision of transportation services to the transportation-disadvantaged in a manner that is cost-effective, efficient, and reduces fragmentation and duplication of services.

Whereas, the ICCT is charged to seek innovative approaches to providing and funding local transportation services and offer its expertise to communities statewide.

Now, therefore, in consideration of the foregoing and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

Purpose

This Memorandum of Understanding facilitates the development of collaborative activities to improve statewide coordination.

Administration of Memorandum of Understanding

The ICCT and (Agency/Director) shall encourage the coordination of public, private, and specialized transportation services, with priority given to services directed toward those populations who are currently not served or who are under served by existing public, private, or specialized transportation.

The ICCT shall develop a State process within federal guidelines to facilitate coordination of community-based transportation programs.

The process shall include:

- Developing objectives for providing essential transportation services to the transportation disadvantaged;
- Providing technical assistance to communities that are addressing transportation gaps that affect low-income populations;
- Developing a process for requesting federal funds such as the Job Access and Reverse Commute (JARC) Grant program that is based on input from communities statewide;
- Assisting communities in identifying funds from other available sources for projects that are not an eligible use of JARC funding;
- Developing a plan to identify and recruit potential stakeholders in future community transportation initiatives to the ICCT;
- Developing goals and objectives to reduce duplication of services and achieve coverage that is as complete as possible;
- Serving as a clearinghouse for information about funding sources and innovations in serving the transportation-disadvantaged; and finally,
- Submitting a report, not later than February 1, 2006, to the Governor and the General Assembly that outlines the progress made by the Committee in performing its duties set forth in Public Act 093-0185.

Scope

The primary purpose of this Agreement is to promote continuity and commitment among all the parties involved and to achieve this:

- (Agency/Director) acknowledges that the ICCT is a priority.
- (Agency/Director), in the spirit of cooperation, shall respond to data inquiries and requests in a timely manner.
- (Agency/Director) shall make a good faith effort to commit to sustaining the resources required to support and sustain the ICCT or at the very least commit to in kind services.
- (Agency/Director) shall assist the ICCT by providing information to the ICCT consistent with applicable law as may be necessary to carry out its functions. To the extent permitted by law, and as permitted by available agency resources.
- The (Agency/Director) acknowledges that nothing in this Memorandum shall be construed to impair or otherwise affect the functions of the Governor relating to budget, administrative or legislative proposals.

- This memorandum is intended only to improve the internal management of the ICCT. It is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by a party against the state of Illinois, its departments, agencies, instrumentalities or entities, its officers or employees, or any other person.

Upon approval of the ICCT and corresponding participants, the Memorandum of Understanding shall remain in effect until terminated by action of the Governor of the state of Illinois.

In Witness Whereof, the ICCT and the (Agency/Director) hereto have executed this Memorandum of Understanding by their proper representatives.

Illinois Department of Transportation
Co-Chair

Date

Work, Welfare and Families
Co-Chair

Date

(Participant) Name
Agency

Date

ICCT CONTINUATION

By far, the most important recommendation the ICCT can make is the continuance of the activities of the ICCT, or similar entity, as a permanent transportation advisory council responsible for enhancing transportation service coordination activities and technical assistance throughout the state. Most of the recommendations listed in this report are predicated upon the continuance of the formal structure of the ICCT, a structure that fostered collaborations and creativity in addressing the needs of the target populations identified in Public Act 93-0185. Following is a list of recommendations, some paraphrased for brevity, all of which are based upon the continuance of the functions of the ICCT:

1. The ICCT staff person will keep the Department of Human Services web-based database updated, and analyze the information to identify opportunities for improved coordination of public transportation funding.
2. The ICCT staff person will help develop a survey tool to collect information on existing transportation services and resources in Illinois.
3. The ICCT staff person will keep this information up to date through annual surveys, and make it available to stakeholders. This information can be used to help make decisions regarding state and regional planning of transportation services.
4. The ICCT will further develop the consolidated database of coordinated transportation services and disseminate to regional transportation authorities and transit districts and will ensure that the database is kept up to date and the quality of the data improves over time.
5. The ICCT will work in concert with the Chicago Area Transportation Study (CATS) to help develop state/local coordinated transportation plans.
6. The ICCT will identify agencies that have a stake in this issue and funding opportunities to increase the transportation options available to underserved regions.
7. The ICCT will disseminate this information on a wider basis so that underserved areas are not neglected.
8. The ICCT will address and streamline existing boundaries as much as possible to ensure that they are workable.
9. The ICCT will collect information on existing transportation services and resources in Illinois, and then work with an appropriate entity to conduct a gap analysis for the ICCT or Regional Transportation Planning Councils to use in developing regional plans.

10. The ICCT clearinghouse will continue to accumulate coordination literature and best practices, as well as continue to respond to technical assistance requests. The need for continuing clearinghouse coordination extends beyond the submission of the report to the Governor and General Assembly in February 2006.
11. The ICCT will develop a website in conjunction with the information clearinghouse that is accessible to all public transportation service providers throughout Illinois.
12. The ICCT will work to educate public transportation service providers about the mission, guiding principles, and activities of the ICCT through its website.
13. Upon completion of the report to the Governor and General Assembly, the clearinghouse staff person will begin to assist the RTAC manager with technical assistance and with other clearinghouse job duties.
14. The ICCT will form a working group to recommend needed statutory and regulatory updates. During the strategic planning process, ICCT members identified the need to recommend program waivers, which would facilitate the ability of member agencies to achieve coordination targets (such as mixing of populations and sharing of vehicles).
15. The ICCT will review the coordination requirements in the Section 5310 and 5311 grant programs and advise IDOT on possible need for statutory and regulatory updates to strengthen those requirements
16. The ICCT clearinghouse staff will continue to provide technical assistance to communities as resources permit. The overwhelming number of technical assistance requests received thus far is an indication that many communities across Illinois recognize that the needs of the transportation disadvantaged are not being met.
17. The ICCT will conduct a statewide needs assessment of public transportation needs, by region, within Illinois.
18. The ICCT will assist in the formation of regional transportation planning groups. Regional transportation planning by other states has resulted in enhanced coordination of services for the transportation disadvantaged.
19. The ICCT will organize the state into three regions (north, central, and south) and hold informational forums by the end of 2006. These regional meetings will inform service providers and other stakeholders about ICCT efforts and the need to coordinate public transportation funding in Illinois.

20. The ICCT will refine the definitive technical assistance program to continue to address gaps in public transportation, and further assist service providers. One resource used will be the technical assistance packet which will be a continual work-in-progress, with information added as available or as the need arises. In particular, information is to be added that addresses the needs of northeastern Illinois.
21. The ICCT will provide a broad-based approach to technical assistance. The ICCT recommends continuing the technical assistance oversight group, and feels the group should establish clear operating procedures, with all policy questions directed to IDOT.
22. Upon completion of the report to the Governor and General Assembly, the Memorandum of Understanding (MOU), along with a cover letter, will be issued to all participating members of the ICCT for signature, to agree to the specific public transportation roles and responsibilities of each participating agency in relationship to the ICCT.
23. The ICCT structure will address the issue of transportation coordination, in an efficient and effective way, on a statewide basis, as well as provide an opportunity for all participants to be apprised of and/or actively involved in the tasks assigned through a strategic plan.
24. RTAC will continue to provide complimentary office space, computer equipment, phone service and other amenities to the ICCT clearinghouse staff – Transit Coordination Specialist. RTAC in collaboration with IDOT has identified the funding that currently sustains this position.
25. The ICCT will continue long-term funding and resource support of the staff position at RTAC, to provide stability and centralized coordination among stakeholders in addressing the transportation needs of the target population.
26. In accordance with House Joint Resolution (HJR) 0020, the ICCT will, with the assistance of other state agencies, conduct a statewide needs assessment of current and future needs for all disadvantaged populations, including senior transportation in Illinois.
27. It is recommended that the Governor and General Assembly support the recommendations made by the ICCT to improve and expand transportation services to the target population.

Continuation of the ICCT Staff Person Position

ICCT members unanimously expressed that the success of transportation coordination efforts throughout Illinois depends on having long-term ICCT clearinghouse staff. Many of the accomplishments of the ICCT could not have occurred without a staff person whose time was solely dedicated to the project. Likewise, the recommendations of the ICCT cannot be implemented without a staff person whose time is solely dedicated toward broadening transportation options for disadvantaged populations.

The staff person will organize the efforts of the ICCT, provide support, provide technical assistance to communities and transit providers, conduct research and write reports, and facilitate the United We Ride process.

SUCCESSFUL COORDINATION EFFORTS IN ILLINOIS: Model Rural and Urban Systems

Model Rural System: Rides Mass Transit District ⁵

Rides Mass Transit District (Rides) is the public transportation provider for 11 Southern Illinois Counties of Pope, Hardin, Saline, Gallatin, Hamilton, White, Wayne, Wabash and Edwards, Richland, and Lawrence.

For 28 years, Rides has been a leader and advocate for rural public transportation and is nationally recognized for its service excellence and coordination efforts. Originally designed to be a demand-responsive service, established deviated routes have evolved due to regularity of riders and the need for human services transportation. To ensure a high level of service availability and to efficiently meet the rider demand in communities, Rides developed “Residential” routes to complement intercity service. These zoned deviated routes work through quadrants of a community every 15 minutes of the hour picking up riders at their homes, and incorporating stops at the major shopping centers and a series of stop shelters. During the summer season, additional stops such as the library, bowling alley or city pool are added to accommodate the travel patterns of children on break from school.

Rides provides most of the human service agency transportation in the eleven counties and coordinates transportation for aging adults, those with disabilities, and the general public. To eliminate unnecessary miles and empty vehicles, Rides reserves the right to mix clients or general public riders on any route. In discussing the initial service agreement with agencies, Rides stresses that it will combine trips and that agencies are purchasing seat time only. To encourage coordination and cooperation, Rides educates the service agencies about what the system can do, supplies them with financial and operating information, and most importantly delivers the services promised. High-quality, responsive service is the key factor to successful coordination. Rides believes the coordinated use of a single regional system provides advantages over other types of coordination models. Reduced administrative cost and efficient use of vehicles throughout the service day allow a maximum investment in service delivery.

Rides Mass Transit District Awards

2000 – Received the Transit System of the Year Award from the CTAA, Community Transportation Association of America in Fort Lauderdale, FL.

2005 – Won a United We Ride (UWR) Leadership award and recognized as a community that has provided leadership and action toward the development of human service transportation.

Model Urban System: Ride Dupage

To improve transportation services for senior and persons with disabilities, the Naperville/Lisle Area Transportation Partners and Pace implemented a transportation program for seniors and persons with disabilities called Ride DuPage. This program began in 2004 and replaced the previous Pace Dial-a-Ride program in Naperville. The Naperville/Lisle Area Transportation Partners is a partnership among the City of Naperville, Naperville Township, Lisle Township, and the Naperville Park District.

The program is designed to:

- Increase the number of trips that are available,
- Eliminate barriers that currently limit access to transportation services, and
- Enhance service flexibility.

Ride Dupage uses both taxis and Pace lift-equipped buses to provide door-to-door transportation service. Per trip, taxis are much less expensive to operate and there are many more taxis available than buses. By adding taxis, the Partners were able to eliminate current service boundaries and operating restrictions. This solution provides more flexible service to better meet their transportation needs.⁶

Eligibility⁷

- Any resident of DuPage County who has income at or below 125 percent of the federal poverty guidelines or a Senior Citizen or person with a disability whose income is at or below 200 percent of the federal poverty level.
- Client cannot have their own transportation.
- ParaTransit will not transport to doctors if client has Medicaid.
- Will transport all ages. (Minors must be accompanied by an adult)
- Transportation is provided for eligible clients only if services are not available through PACE, township or municipal transit programs.
- Eligibility may be revoked for non-payment of \$3 fee, failure to cancel a reserved ride, or any violation of the program guidelines.
- Clients traveling to dialysis appointments are allowed three round trips per week. Other clients are limited to two round trips per week. Clients requiring additional trips for chemotherapy appointments may be authorized for up to five trips per week for three weeks with a supervisor's or manager's approval.
- Clients traveling to dialysis appointments are not allowed additional trips.

Eligible Trips & Cost Fee is \$3 each way.

- Dialysis
- Doctor and Dentist appointments
- Hospitals
- DuPage County Human Services
- DuPage County Health Department and its Public Health Centers
- Adult Day Care

ICCT CASE STUDY: Technical Assistance

One of the five main problems identified by the ICCT is **lack of collaboration among transportation providers and other stakeholders**. One of the technical assistance requests begun by the ICCT involved help to a city of 20,000 in coordinating its transit service delivery. The experience of this effort illustrates the seriousness and complexity of this problem of lack of collaboration.

The city had long held a Section 5311 Operating Assistance Rural Public Transportation grant. The grant was unique in that five subgrantees provided service (four transit operators and a grant administrator). For some time, the IDOT Division of Public and Intermodal Transportation (DPIT) expressed concern that the grant leaned more toward client-specific or “niche” transportation rather than public transportation.

In 2003, the Rural Transit Assistance Center (RTAC) completed a coordination report in which findings supported the IDOT concern. The RTAC report contained recommendations calling for centralization of operations, enhanced stakeholder participation, and a proactive approach toward enhanced transportation options for city populations identified by the report as unserved or underserved by the grant. Unfortunately, the report was non-binding. Therefore, the decision whether or not to implement the recommendations was left up to the grantee.

As anticipated, the grantee took no initiative to implement the recommendations. In the absence of staff to pursue the issue, the city grant stayed status quo for nearly two years.

Technical Assistance Request

Coincidentally, shortly after the formation of the ICCT in June 2004, a compliance issue surfaced in the same city. It became evident that the city was out of compliance with the Federal Transit Administration (FTA) provision regarding the Americans with Disabilities Act (ADA) complementary paratransit. That provision stipulates that whenever a fixed route is running, the provider must offer complementary paratransit during the same hours, within $\frac{3}{4}$ mile on either side of the route, and for a fare no more than double the rate of the fixed route fare.

The ADA compliance issue revealed a broader issue that **little or no stakeholder involvement existed** in the city’s administration of the grant. The public and most of the city’s elected officials were unaware of how the grant worked. The city council was not fully informed on grant matters, despite its approvals on grant matters, and transit commission meetings may well have failed to comply with the Open Meetings Act.

When IDOT became aware of the problems surrounding the city's grant, the issue became a technical assistance assignment for the ICCT. By this time it had been established by the ICCT that the Rural Transit Assistance Center (RTAC) at Western Illinois University would be the site for the clearinghouse. Since the ICCT had not yet received approval to hire a staff person for the clearinghouse, this meant that ICCT appointee and RTAC manager Ed Heflin became the technical assistance provider for the ICCT, and began working with the city.

It is important to note that during this same timeframe, the RTAC-ICCT clearinghouse began receiving other ICCT technical assistance requests (the total at the time of this report is 20 requests), from Mason County, Whiteside County, Monroe County, Randolph County and others. Essentially, two issues drove these requests – an overarching need for public transportation in counties without service, and the desire by counties with a public transportation grant to enhance current service.

Methodology

The technical assistance provided to date has been community-centered and has progressed through a series of actions and interactions with community leaders, stakeholders, human service providers, and transit providers. Many hours have been dedicated toward technical assistance to the city, and many more hours will be needed. For example, the public transportation grant in this city has about a 15-year history, yet the city is just now conducting a needs assessment. Why? The providers to date have been providing niche transportation, that is, transportation to their own clients. Until now, no needs assessment had ever been conducted because the grant had not attempted to serve the general public.

Technical assistance is provided by the following methodology:

1. Clearinghouse receives request.
2. Clearinghouse conducts assessment (interviews, presentation of packet).
3. Steering committee reviews each request and discusses/recommends foreseeable solutions.

Technical assistance to date has involved educating, communicating, advocating buy-in, and assisting stakeholders, as well as choosing appropriate resources, working through turf issues and local politics, and dealing with individuals or groups who attempt to circumvent the process. Working through all these steps with the city serves to validate three recommendations of the ICCT report:

- Develop and implement a technical assistance program.
- Create a regional transportation planning structure for downstate and rural communities.
- Encourage the involvement of and collaboration with stakeholders.

Notable Progress

- The city's transit commission, where previous decisions for the grant had ostensibly been made, expanded its membership beyond the five subgrantees, the mayor, and a county board member, to include representatives from human service agencies, two members of the city council, a representative from the senior community, a representative from the disabled community, and other stakeholders.
- The transit commission began posting notices of its meetings and began allowing public attendance.
- A technical oversight group, that included an IDOT Division of Public and Intermodal Transportation (IDOT DPIT) representative, the ICCT technical assistance provider, and ICCT member Bill Jung of Rides Mass Transit District, reviewed the city's situation and met with the grantee and subgrantees to discuss ways to elicit coordination in the city. From those meetings, recommendations to the city from IDOT DPIT were issued.
- The transit commission is meeting on a regular basis and is attempting to implement the IDOT DPIT recommendations:
 - Centralize grant operations (city hired a transportation director);
 - Formulate and distribute needs assessment surveys to the public, human service agencies, public officials, and other agencies (the survey was distributed on a limited basis, which resulted in public input coming mainly from senior populations); and
 - Incorporate survey results as part of the process of deciding how to implement IDOT DPIT coordination recommendations (no attempt has been made as yet to engage stakeholders by any method other than survey results).

Observations and Conclusions

- This technical assistance provided to the city shares a very important commonality with coordination – they both are a process. As of January 2006, the city still has a long way to go to become a coordinated system. Why?
 - All of the grant's subgrantees (one administrative subgrantee and four operators) continue to resist change. For example, one of the subgrantees tried to employ public sympathy by soliciting a news reporter for an article that contained a number of misrepresentations.

- The system hired a transportation director with no transit operations experience.
- The transportation director makes little effort to engage stakeholders (community agencies, riders, and other interested parties). Despite noting in transit commission meetings that only 44 percent of community agencies filled out the needs survey, to date, no effort has been made to seek out those agencies to discuss the situation.
- The transportation director wants the technical assistance provider to ‘fix’ the issue by telling him the correct coordination model to choose (despite repeated assurance that as the system figures out its needs and makes decisions, the model will evolve itself).
- At the transit commission table, two of the four operator representatives do not send representatives with decision-making power.
- The bulk of the city council members still have no idea of how the grant functions.

These findings may well be repeated in small cities and rural areas throughout Illinois, and form a large part of the reason that formalized planning is needed throughout the state. For instance:

- Had a regional planning mechanism been in place at the grant’s inception, there might not have been a need for technical assistance to the city. In Illinois, MPO’s exist in urban areas and provide transportation planning, but few small urban or rural areas have formal transportation planning systems in place. With no oversight regional planning mechanism in place, rural public transportation grants (such as in the city cited) may or may not comprehensively serve the public, and therefore may or may not serve the needs of the transportation disadvantaged.
- In some other states, regional transportation planning is conducted by Rural Planning Organizations (RPO’s). Adding a formal rural planning component to the existing metropolitan planning mechanism could greatly facilitate the process of creating a statewide human service transportation plan. Using the city experience as an example, if an RPO had existed at the inception of the grant, it might have provided a formal structure and method for community feedback and involvement. More information about RPO’s is included as Exhibit A in this section.

Technical Assistance: Exhibit A

Rural Planning Organizations (RPO) Information⁸

When ISTEA authorization occurred in 1991, Illinois did not create RPO's as a counterpart to MPO's for transportation planning purposes. Instead, they continued the practice in which municipalities wanting a public transportation grant held public meetings to collect input from stakeholders. Generally speaking, those meetings were sparsely attended and left many human service providers and stakeholders out of the planning process. This lack of input and formal planning is a major argument for the need to create RPO's in Illinois.

RPO Funding Mechanisms

The following list shows how some states fund their regional transportation planning:

- The Georgia Department of Transportation funds 16 regions each from \$90,000 to \$160,000 with a local match of 20 percent.
- The Indiana Department of Transportation provides 80 percent (20 percent local match) to its Indiana Area Regional Councils.
- Missouri uses federal transportation planning funds for its regional planning efforts.

RPO Structure

The following shows how some states structure their regional transportation planning:

- Iowa has 18 regional transit planning regions, called Regional Planning Associations (RPA), and MPO's are not included in these regions.
- Kentucky has 15 regions, called Area Development Districts (ADD).
- Oregon has 9 regions, called Area Commissions on Transportation (ACT).

Technical Assistance: Exhibit B

Counties/agencies where ICCT Technical Assistance Requests have originated:

Clark, Clinton, Crawford, DeWitt, Effingham, Franklin, Fulton, Hancock, Kane, Kendall, Mason, McDonough, Menard, Monroe-Randolph, Perry, Pike, Sangamon, Whiteside, Western Illinois Area Agency on Aging (includes 10-county region). Most either have no 5311 grant for services, or are under-served.

Technical Assistance: Exhibit C

Public Transportation System Survey

SAMPLE PUBLIC TRANSPORTATION SYSTEM SURVEY

The Public Transportation System is seeking information from residents pertaining to the need for existing and expanded public transportation in the county. Please take the time to assess your household's transportation needs and complete the following survey.

GENERAL INFORMATION:

1. What is your gender? Male Female
2. What is your age? _____
3. What is your zip code? _____
4. What type of housing do you live in?
 Single Family Mobile Home Townhouse Residence Hall
 Apartment Duplex Group Facility
5. How many persons reside in your household? _____
6. Number of vehicles owned by members of your household? _____
7. If no member of your household owns a vehicle, do you have access to a vehicle that you can use?
 Yes No
8. Number of persons in your household that have disabilities (age, physical impairment, other) that limits ability to drive a vehicle? Permanent _____ Temporary _____

TRANSPORTATION INFORMATION:

9. By what means do members of your household use to travel? (check all that apply)
 Driver/passenger in a vehicle owned by household member
 Passenger in vehicle driven by a non-household member
 Public transportation vehicle
 Walk
 Church or social service agency vehicle
 Other, please specify: _____

10. Do you currently use County Public Transportation? Yes No
 If yes, please indicate which provider (s) you use: (check all that apply)
 Taxi Service Red Cross
 Provider C Provider D
11. Are there trips you or members of your household would like to make, but are unable to make because of lack of transportation? Yes No
12. If the answer to #11 is yes, what type of trips? (check all that apply)
 Shopping Medical Family visits
 Employment Social/entertainment School
 Senior nutrition Social service agency appointments
 Hospital Other: please specify _____
13. Do you or a member of your household need transportation assistance for medical purposes outside of the county? Yes No If yes, please indicate where and how often

14. If public transportation is made available to meet your household's unmet transportation needs, would you or members of your household use such service? Yes No
15. If the answer to #14 is yes, how often would you use such a service?

16. Please indicate the communities in the county that you and members of your household would travel to using public transportation if it were available:

17. Please indicate the type of public transportation service you or members of your household would use if available:
 Fixed route scheduled bus service (pick-up at designated bus stops)
 Curb-to-curb demand response service (call ahead for scheduled pick-up)
 Door-to-door demand response service (call ahead for scheduled pick-up for persons with disabilities or the elderly)
18. Indicate the amount that you think is an appropriate fare for a one-way trip within the county on a public transportation vehicle: <\$1.00 \$1.00 \$2.00 \$3.00 \$4.00
 \$5.00 \$6.00 Other, please specify \$_____
19. Please indicate the period of the day/week you **most** need public transportation services:
 Weekdays, morning/afternoon Weekdays, evening Saturday, morning/afternoon
 Saturday, evening Sunday, morning/afternoon Sunday, evening

SUMMARY

The Interagency Coordinating Committee on Transportation (ICCT) fully discharged its duties as outlined in Section 20 of Public Act 93-0185. In doing so, the Committee set the stage for continuing the process it began, the process of enhancing transportation options for the populations identified in the Act.

In parallel with the federal Coordinating Council on Access and Mobility (CCAM) report to the President in 2005, in which five overarching recommendations were made for future work to be done to improve the coordination of human service transportation, the ICCT is making its report to the Governor and General Assembly with recommendations to improve transportation options for transportation-disadvantaged populations throughout Illinois.

The ICCT is committed to enhancing options for the transportation-disadvantaged of this state, and looks forward to continuing its work.

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APPENDIX

Public Act 093-0185

SB1408 Enrolled

LRB093 07879 LCB 08069 b

AN ACT concerning transportation.

Be it enacted by the People of the State of Illinois, represented in the General Assembly:

Section 1. Short title. This Act may be cited as the Interagency Coordinating Committee on Transportation Act.

Section 5. Findings; purpose. The General Assembly finds that safe, reliable, and convenient transportation to and from (i) work and related destinations such as child care and education, (ii) medical appointments and related destinations such as a pharmacy, and (iii) ancillary services necessary to the health, well-being, and independence of the family such as grocery shopping, adult day services, and pharmacy related services are extremely important in the ability to find and retain employment and insure the continued independence and well-being of all citizens of Illinois, particularly in the lower income sectors of the economy. For many people, these transportation needs are not met by existing mass transit. In a national survey by the University of Illinois at Chicago of over 500 riders of 23 federally funded community transportation projects under the Job Access and Reverse Commute (JARC) program across the nation, 68% of riders indicated that they would not be able to reach their employment without this service. Furthermore, the national evaluation of the JARC program by the General Accounting Office illustrates that 65% of all projects have extended existing fixed routes by schedule or location as well as created connections to existing services. This creates a need for innovative transportation to work strategies that fit within local circumstances in Illinois. Many localities around Illinois do not have the resources or the expertise to develop and support innovative transportation options. Localities need access to technical assistance both in designing programs and in accessing various sources of State and federal funds. Illinois also leaves substantial federal transportation funds unclaimed because of the failure to put forward projects to use the funds. Thus, Illinois would benefit from an Interagency Coordinating Committee to set priorities for improving access to transportation for the transportation disadvantaged. The General Accounting Office has found in its evaluation that interagency collaboration has informed transit agencies of how to better serve low-income communities by knowing where jobs are located and a system of supports are found. Illinois would also benefit from a unified State process to apply for federal transportation assistance for innovative transportation to work projects and strategies and for identifying the matching funds necessary to access that federal assistance. The purpose of this Act is to establish the Interagency Coordinating Committee on Transportation.

Section 10. Definitions. As used in this Act:

(1) "Agency" means an official, commission, authority, council, department, committee, division, bureau, board, or any other unit or entity of the State, a municipality, a county, or other local governing body or a private not-for-profit transportation service providing agency.

(2) "Committee" means the Illinois Coordinating Committee on Transportation.

(3) "Coordination" means the arrangement for the provision of transportation services to the transportation disadvantaged in a manner that is cost-effective, efficient, and reduces fragmentation and duplication of services.

(4) "Transportation disadvantaged" means those persons who, because of physical or mental disability, income status, age, location of residence, or other reasons are unable to transport themselves or to purchase affordable transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities.

Section 15. Committee. The Illinois Coordinating Committee on Transportation is created and shall consist of the following members:

(1) The Governor or his or her designee.

(2) The Secretary of Transportation or his or her designee.

(3) The Secretary of Human Services or his or her designee.

(4) The Director of Aging or his or her designee.

(5) The Director of Public Aid or his or her designee.

(6) The Director of Commerce and Community Affairs or his or her designee.

(7) A representative of the Illinois Rural Transit Assistance Center.

(8) A person who is a member of a recognized statewide organization representing older residents of Illinois.

(9) A representative of centers for independent living.

(10) A representative of the Illinois Public Transportation Association.

(11) A representative of an existing transportation system that coordinates and provides transit services in a multi-county area for the Department of Transportation, Department of Human Services, Department of Commerce and Community Affairs, or Department on Aging.

(12) A representative of a statewide organization of rehabilitation facilities or other providers of services for persons with one or more disabilities.

(13) A representative of a community-based organization.

(14) A representative of the Department of Public Health.

(15) A representative of the Rural Partners.

(16) The Director of Employment Security or his or her designee.

(17) A representative of a statewide business association.

(18) A representative of the Illinois Council on Developmental Disabilities.

The Governor shall appoint the members of the Committee other than those named in paragraphs (1) through (6) and paragraph (16) of this Section. The Governor or his or her designee shall serve as chairperson of the Committee and shall convene the meetings of the Committee. The Secretary of Transportation and a representative of a community-based organization involved in transportation or their designees, shall serve as co-vice-chairpersons and shall be responsible for staff support for the committee.

Section 20. Duties of Committee. The Committee shall encourage the coordination of public and private transportation services, with priority given to services directed toward those populations who are currently not served or who are underserved by existing public transit.

The Committee shall seek innovative approaches to providing and funding local transportation services and offer their expertise to communities statewide. Specifically, the Committee shall:

(1) Coordinate a State process within federal guidelines to facilitate coordination of community-based transportation programs. This process should include: developing objectives for providing essential transportation services to the transportation disadvantaged; providing technical assistance to communities that are addressing transportation gaps that affect low-income populations; developing a process for requesting federal funds such as the Job Access and Reverse Commute (JARC) Grant program that is based on input from communities statewide; assisting communities in identifying funds from other available sources for projects that are not an eligible use of JARC funds; and developing a plan to identify and recruit potential stakeholders in future community transportation initiatives to the Committee.

(2) Develop goals and objectives to reduce duplication of services and achieve coverage that is as complete as possible.

(3) Serve as a clearinghouse for information about funding sources and innovations in serving the transportation disadvantaged.

(4) Submit a report, not later than February 1, 2006, to the Governor and the General Assembly that outlines the progress made by the Committee in performing its duties set forth in paragraphs (1) through (4) of this Section and makes recommendations for statutory and regulatory changes to promote coordination.

Section 99. Effective date. This Act takes effect upon becoming law.

Effective Date: 7/11/2003

DATE: May 29, 2005

TO: Members of the Interagency Coordinating Committee on Transportation

FROM: Representative Julie Hamos
Secretary Timothy Martin

RE: Clarification of Public Act 093-0185
The Interagency Coordinating Committee on Transportation Act

During the April 7, 2005 meeting of the ICCT, several questions were raised about the Committee's legal charge and lifespan. We would like to share with you our understanding of the enacting legislation, Public Act 093-0185.

The Act created the Committee to improve transportation for disadvantaged populations -- those who are not served or are underserved by transportation because they are at a disadvantage due to age, income, physical or mental disability, location or by other condition that creates limitations or generate special needs in order to access life-sustaining activities.

We believe that this Committee, if successful, will develop ways to improve service and reduce costs. The Committee carries out its role as follows:

1. Provide technical assistance to localities in addressing gaps in transportation that affect low income populations;
2. Develop a state process for accessing federal funds such as JARC to support these solutions;
3. Identify objectives to providing essential transportation services, reducing duplication of services and achieving coverage for the populations in question; and
4. Serve as a clearinghouse of information about funding sources and innovative transportation models addressing the transportation disadvantaged. Already, at the direction of the Governor's Office a statewide database on transportation funding is being developed, and a staff position has been allocated to the Rural Transportation Assistance Center to support the work of the Committee and develop the clearinghouse among other responsibilities.

Finally, the Committee will provide a report to the General Assembly in February 2006 that identifies progress made to date on these items and makes recommendations for statutory and regulatory changes to promote coordination. Thank you for your continuing service on this Committee.

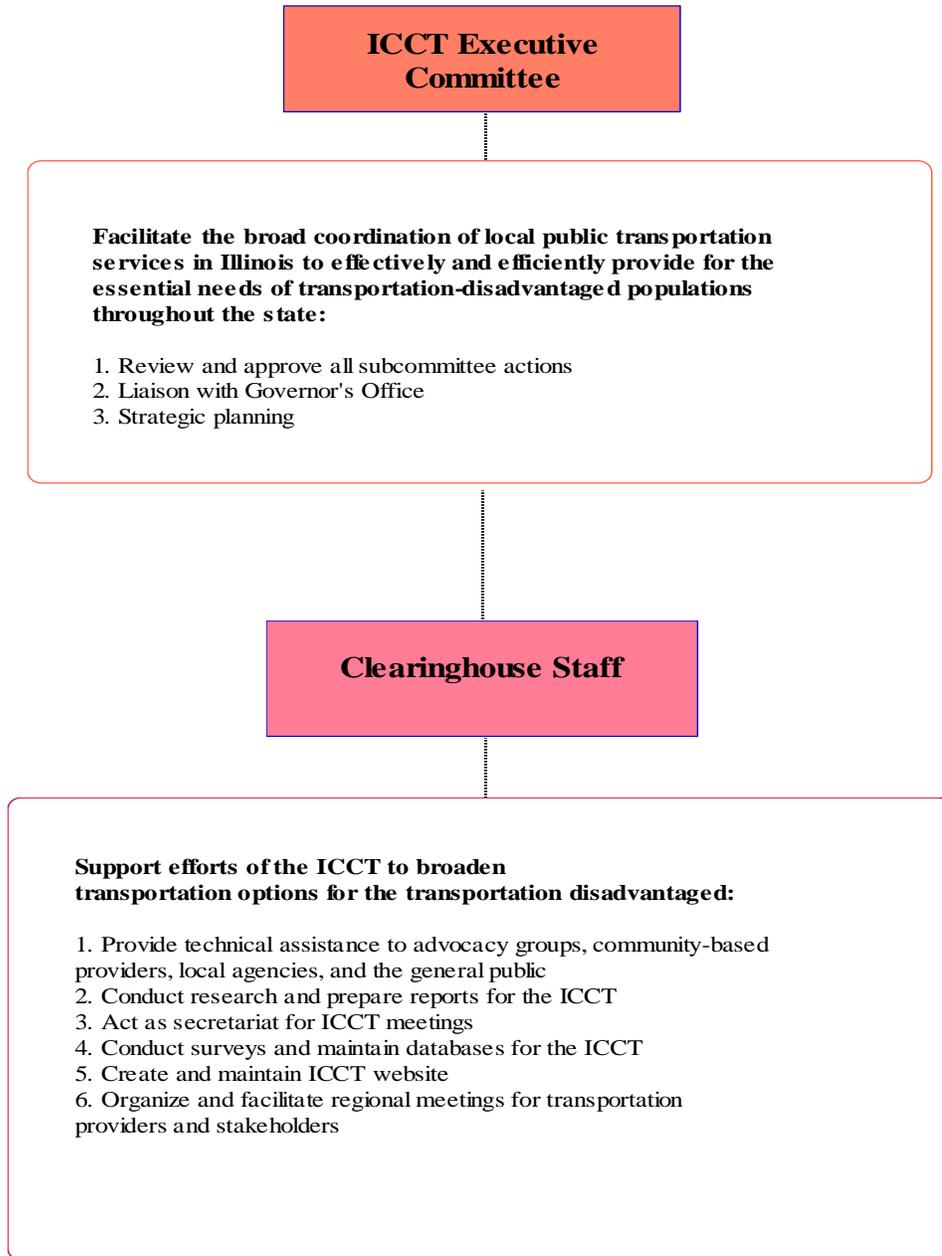
Organizational Chart: Interagency Coordinating Committee on Transportation (ICCT)

12/21/2005



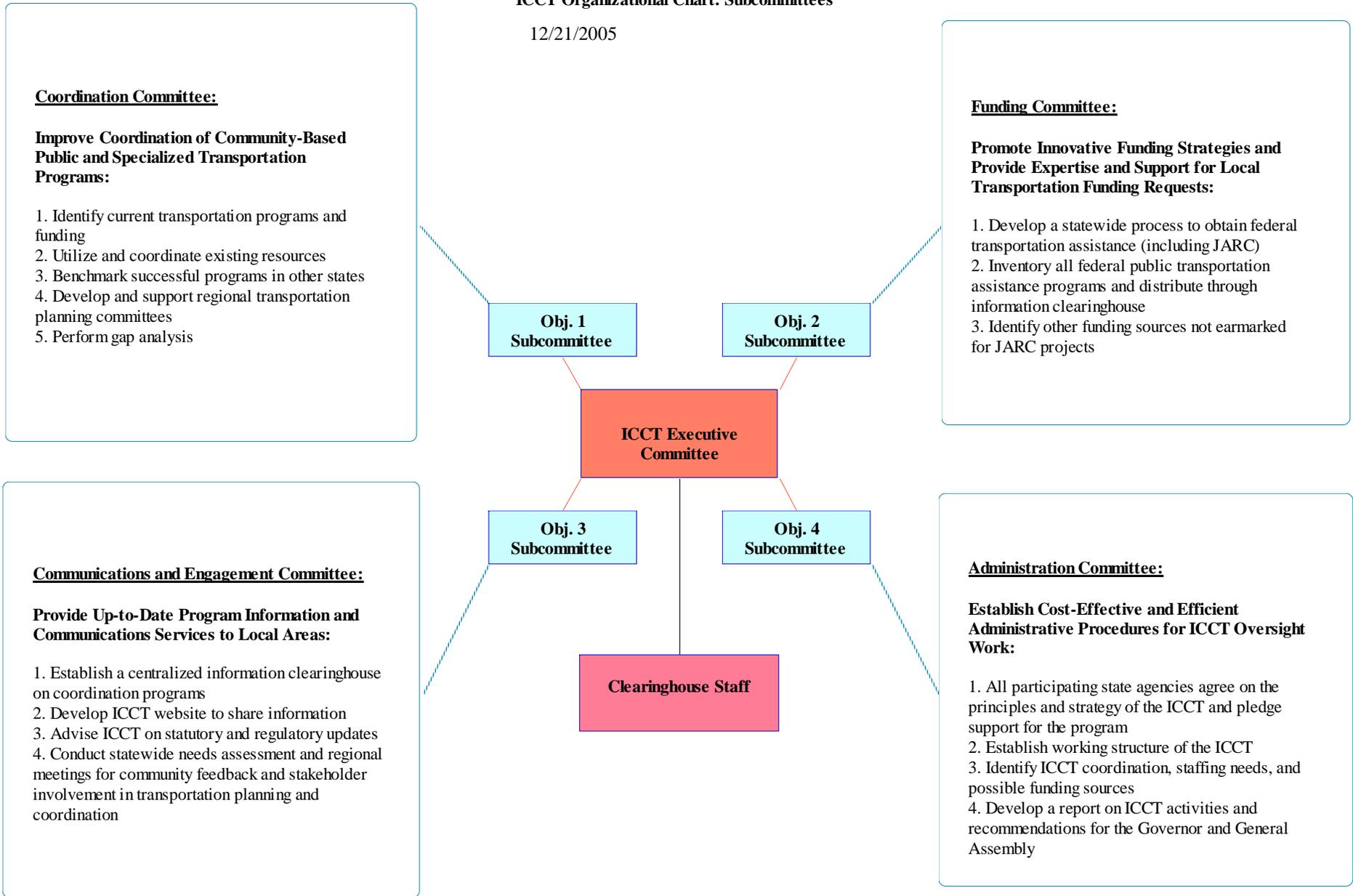
ICCT Organizational Chart: Executive Committee and Clearinghouse Staff

12/21/2005



ICCT Organizational Chart: Subcommittees

12/21/2005



DHS Database Summary

The DHS database contains '06 data submitted by various state agencies that provide transportation services directly to their clients. This information is important in that it seeks to establish a baseline of services, expenditure, clients served, eligibility standards across programs, and gaps in transportation services.

The types of reports that can be generated from the database include enhanced hyperlinks that allow the user to drill down on certain fields and filters that segregate information as defined by the user.

Future database use could include archiving the current information and repopulating the same information in '07. This would allow for comparative analysis and measure progress towards coordination. New fields could be added to collect new information in '07 not collected in '06.

Reports from the database could be posted for public review and also made available for research and/or grants writing for funding.

DHS Database Report

Agencies Reporting and number of programs:

Department of Commerce and Economic Opportunity (1)

Department of Employment Security (2)

Department of Healthcare and Family Services (1)

Department of Human Services (19)

Department of Transportation (10)

Department on Aging (1)

Total Federal Funds: \$489,195,399

Total Federal Funds (NE Illinois): \$133,396,111

Total State Funds: \$1,029,122,542

Total State Funds (NE Illinois): \$332,215,775

Total Other Funds: \$6,229,227

	Disabled	Disadvantaged	Elderly	Youth	Other
Federal	\$90,000,000	\$50,000	\$2,770,043	\$438,000	\$2,485,594
Federal (NE IL)	\$90,000,000	\$40,000	\$683,826	\$0	\$42,672,285
State	\$490,021,179	\$3,451,885	\$759,869	\$0	\$106,447,009
State (NE IL)	\$274,065,594	\$3,519,062	\$80,311	\$0	\$54,550,808
Other	\$0	\$3,000	\$3,740,633	\$0	\$2,485,594

Illinois Department on Aging - Area Agencies on Aging

POLICY CLARIFICATION REQUEST

TO: Area Agency on Aging Directors

FROM: Kelly Cunningham, Manager Division of Home and Community Services

Area Agency No. N/A

Please submit ONE (1) Policy Clarification Request per Subject.

Manual Chapter: 600

Section: 603.28

Page: 6-60

Ref: Rules X Policy Procedure Legal Other

Source: Delivery of Title III Transportation Services under the Older Americans Act.

Question: 1. Can Grandchildren of Grandparents Raising Grandchildren as defined in the Older Americans Act accompany their grandparents on a van or bus funded under Title III-B or Title III-E of the Older Americans Act?

2. Can an adult family member, or another individual, who is an informal caregiver for an older individual as defined in the Older Americans Act accompany the older individual on a van or bus funded under Title III-B or Title III-E of the Older Americans Act?

3. Can adult children with developmental disabilities accompany their caregiver age 60 and older on a van or bus funded under Title III-B or Title III-E of the Older Americans Act?

by _____

date _____

Reply:

Questions 1, 2 and 3:

Yes. It is allowable under the Older Americans Act to provide transportation services to persons under the age of 60 when they accompany persons age 60 and over as outlined above. Additionally, older persons can use the transportation service to address the needs of family caregivers, grandchildren or adult children with developmental disabilities (e.g., doctor's appointment for a school exam) as well as the needs of the older adult. Such transportation services will directly benefit the older adult as the caregiver or the care recipient.

The transportation services must be provided at no cost to the older adults, grandchildren, adult children with developmental disabilities and family caregivers. The service provider of the Title III transportation service will also provide the older individual and/or the family caregiver the opportunity to voluntarily contribute to the cost of the transportation service.

When reservations are made for transportation by the older individual and/or caregiver, it is important for the Title III service provider to identify who will be riding that particular day so as to assure ample seating is available on the vehicle.

Illinois Department on Aging - Area Agencies on Aging

POLICY CLARIFICATION REQUEST

TO: Area Agency on Aging Directors

FROM: Kelly Cunningham, Manager, Division of Home and Community Services
Area Agency No. N/A

Please submit ONE (1) Policy Clarification Request per Subject.

Manual Chapter: 600 Section: 603.28 Page: 6-60
Ref: Rules X Policy Procedure Legal X Other

Source: Delivery of Title III Transportation Services under the Older Americans Act.

Question: Can senior service organizations who receive Title III funding for the purchase of a vehicle(s) or for the provision of Transportation services transport individuals who are under 60 years of age at the same time that eligible older individuals (age 60 and older) are provided this service?

by _____ date _____

Reply: Yes. It is allowable under the Older Americans Act and its regulations for senior organizations, as well as non-senior organizations who receive Title III and related funding for senior transportation to transport individuals who are 60 and older and those who are under 60 together in the same vehicle during normal operating hours. The service provider of the Title III transportation service will provide the older individual the opportunity to voluntarily contribute to the cost of the service. Individuals under age 60 are to be charged a reasonable fee or fare for the ride. However, fees or fares must not be imposed on grandchildren who are raised by their grandparents, adult children with developmental disabilities and family caregivers as outlined in PCR No. 02-04.

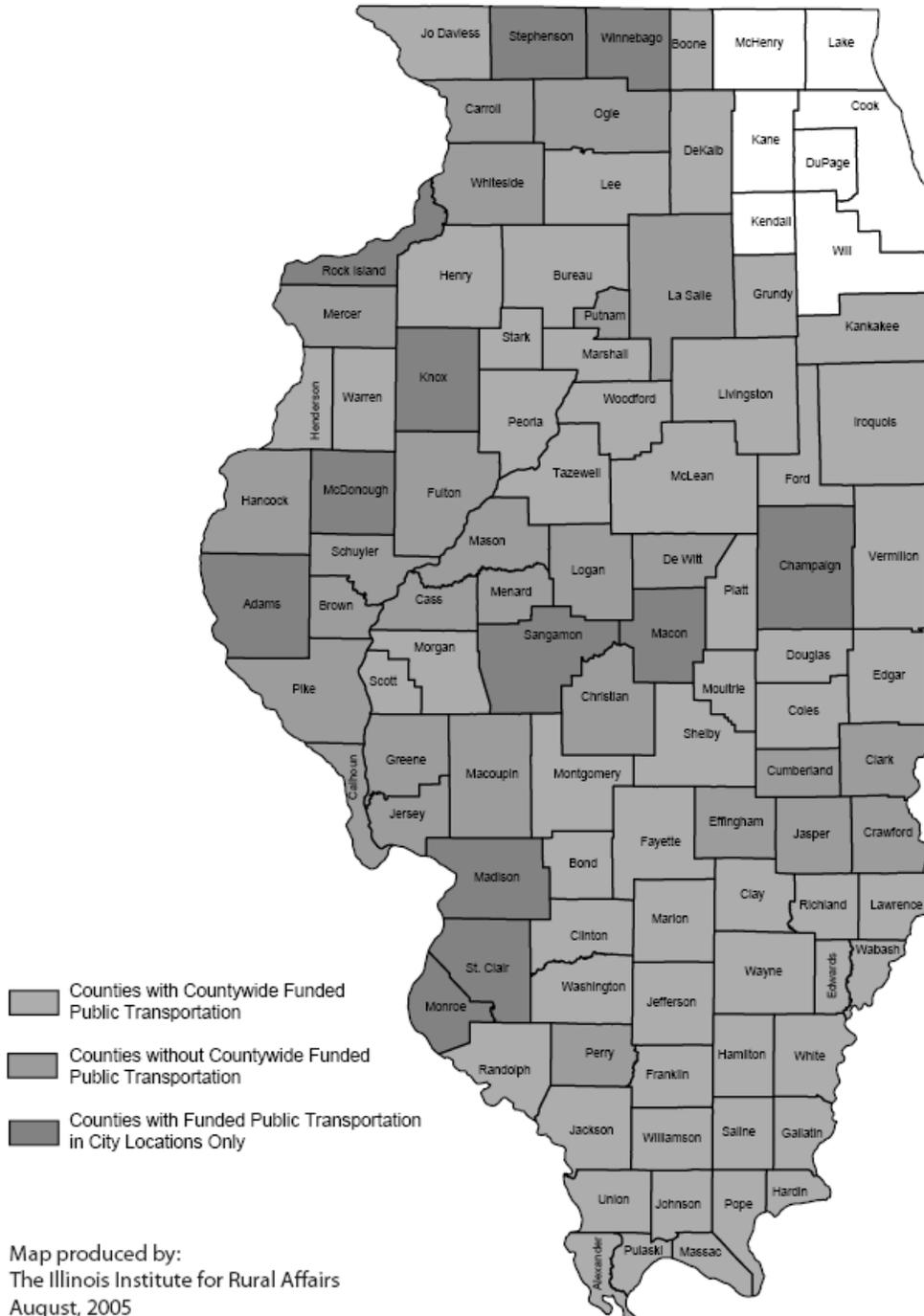
It may also be possible for senior organizations who receive Title III and related funding to enter into a contractual arrangement with other service organizations to provide transportation services to their clientele (e.g., Job Access and Reverse Commute (JARC) program, etc.) either during normal operating hours or after hours. The service provider must pro-rate the cost of this service taking into consideration vehicle maintenance, driver, gasoline, insurance and other appropriate costs for this service. This does not apply to any Section 5311 public transportation operators.

In an effort to improve coordination and increase cost efficiency and effectiveness of providing this service, it is the Department's expectation that senior organizations transport seniors along with other age and client groups on a regular basis using their reservation and scheduling systems for the van or bus being used. AAAs should work with Title III transportation providers and other community-based transportation service providers to assure that transportation services are coordinated at the local level for the betterment of their communities.

FY06 DOWNSTATE PUBLIC TRANSPORTATION PROGRAM

COUNTIES WITH COUNTYWIDE FUNDED PUBLIC TRANSPORTATION SERVICE	COUNTIES WITHOUT COUNTYWIDE FUNDED PUBLIC TRANSPORTATION SERVICE	COUNTYWIDE FUNDED PUBLIC TRANSPORTATION IN CITY LOCATIONS ONLY
Alexander, Bond, Boone, Bureau, Clay, Clinton, Coles, DeKalb, Douglas, Edgar, Edwards, Fayette, Ford, Franklin Gallatin, Grundy Hamilton, Hardin, Henderson, Henry, Iroquois, Jackson, Jefferson, Jo Davies, Johnson, Kankakee, Lawrence, Lee, Livingston, Marion, Marshall, Massac, McLean, Montgomery, Morgan, Moultrie, Peoria, Piatt, Pope, Pulaski, Randolph Richland, Saline, Scott, Shelby, Stark, Tazewell, Union, Vermillion, Wabash, Warren, Washington, Wayne, White, Williamson, Woodford	Brown, Calhoun, Carroll, Cass, Christian, Clark, Crawford, Cumberland, De Witt, Effingham, Fulton, Greene, Hancock, Jasper, Jersey, La Salle, Logan, Macoupin, Mason, Menard, Mercer, Ogle, Perry, Pike, Putnam, Schuyler, Whiteside	Adams (Quincy), Champaign (Champaign, Urbana), Knox (Galesburg), Macon (Decatur), Madison (includes Alton, Edwardsville, Granite City, Collinsville & several smaller communities), McDonough (Macomb), Monroe (Waterloo, Columbia), Rock Island (includes Rock Island, East Moline and several smaller communities), Sangamon (Springfield), St. Clair (includes E. St. Louis, Belleville, O'Fallon, and several smaller communities), Stephenson (Freeport), Winnebago (Rockford)
Total Number = 56	Total Number = 27	Total Number = 12

Rural Public Transportation in Illinois



Coordination Models across the Nation

The NCSL “Coordinated Human Service Transportation, State Legislative Approaches” identified seven different state approaches to coordination.⁹ These include:

Comprehensive Coordination involves many agencies, organizations, officials and disadvantaged populations in a statewide coordination effort:

Iowa created Regional Planning Affiliations (RPA’s) in order to establish technical advisory committees and a policy board to guide planning and programmatic processes for transportation in underserved regions.

Kentucky centralized transportation coordination within the Kentucky Transportation Cabinet (KYTC), which serves as the lead agency for transportation coordination activities. The KYTC is funded with federal planning and research funds. The state is divided into 15 Area Development Districts (ADD’s) that are funded by State Road Funds & State General Funds, with each ADD required to provide a 10 percent match.

Missouri Regional Planning Organizations (RPO) develop an annual transportation work program and are required to provide basic transportation planning information to the Missouri Department of Transportation.

Vermont created a comprehensive coordination approach that involves both a cooperating body and programs that provide service to multiple disadvantaged populations. Under its current system, Vermont coordinates all modes of transit, in both rural and urban areas and incorporates a statewide brokerage for non-emergency Medicaid transportation, a woman’s cancer screening program, job access and training and senior and disabled programs.

Illinois established the Interagency Coordinating Committee on Transportation to address the unmet transit needs of many individuals in Illinois. The legislature created the ICCT in order to set priorities and policy for coordinating transportation services to transportation-disadvantaged populations, as well as to create a unified process for the state to apply for federal transportation assistance.

Stove-pipe Coordination is an approach in which separate state agencies or departments coordinates all transportation for their own particular disadvantaged population (i.e., Department on Aging coordinating transportation for senior citizens).

Georgia Department of Transportation provides funds to Regional Development Centers (RDC’s) in order to carry out their prescribed functions, with each region providing a 20 percent match to the state dedicated funds.

New York legislators created the Rural Public Transportation Coordination Assistance Program to address special transportation needs in rural communities. The statute required the state department of transportation to coordinate rural transportation services with other state services in the federal and state governments. The committee was required to identify programs and funds that could improve coordination restrictions and barriers and recommend changes.

Virginia lawmakers created the Specialized Transportation Fund in 1990 to assist participating planning districts to develop coordinated transportation plans and projects. Local planning districts that apply for money from the fund must consult with a metropolitan planning organization and a committee must be formed to coordinate and administrate the planned project.

Consolidation is an approach which merges programs or consolidates all responsibility for transportation into a single agency. In fact, actual examples of consolidation of human service transportations are rare. Only two states - **Nebraska** and **Texas** consolidated specialized humans service agencies into a unified system.

Local Coordination involves coordinating specialized transportation services through local governments or organizations.

Kansas transportation providers must join a Coordinated Transit District (CTD) to be eligible for state transportation funds. The fifteen CTDs coordinate individual transit providers to enhance scheduling availability and maximize vehicle usage to improve rider satisfaction. CTDs work with the Kansas Department of Transportation in program administration and serve as clearinghouses for funding applications.

Broad Coordination is an approach in which coordination provisions are not always specific to specialized transportation. Statutes give agencies the power to cooperate with other agencies or require agencies to coordinate all matters related to a particular disadvantaged population, including transportation.

Montana gives its Department of Public Health and Human Services the power to cooperate with other departments, agencies and institutions to provide vocational rehabilitation services - which include transportation services - to people with disabilities or with blindness.

Planned Coordination exists in states which are studying coordination or actively contemplating future coordination activities.

In **California**, the California Association for Coordinated Transportation (CalAct) exists to promote funding and service coordination, and represents small, rural and specialized transportation providers. CalAct lobbies at the state and federal levels to protect transit programs and encourage cooperation between human and social service agencies, universities, and tribal and public transportation programs.

Aborted Coordination occurred in states which repealed coordination.

In 1989, **Indiana** repealed its Transportation Coordinating Board and shifted its functions to the Indiana Department of Transportation (INDOT). However, some coordination of human service transportation continues to occur through cooperation between INDOT and local communities. For example, Transportation Advisory Committees (TACs) work with INDOT to serve as local advisory and information resources to applicants for Section 5310 programs. Metropolitan planning organizations (MPOs) and regional planning organizations (RPOs) also assist with coordination of Section 5310 programs.

Overview of United We Ride¹⁰ Initiative:

In 1986, the U.S. Departments of Transportation and Health and Human Services created the Coordinating Council for Access and Mobility (CCAM) to identify ways to improve and promote the coordination of the transportation services. However, the role of the CCAM was limited because there were only two departments involved.

In the fall of 2003, the CCAM launched United We Ride (UWR), a five-part initiative that included:

- **A Framework for Action.** A self-assessment tool that states and communities can use to identify areas of success and highlight the actions still needed to improve the coordination of human service transportation
- **National Leadership Forum on Human Service Transportation Coordination.** In February 2004, Governor-appointed leadership teams came together to advance transportation coordination, at which state teams recognized the important role they must play in making transportation coordination easier
- **State Coordination Grants.** Nearly \$1 million in grants was awarded to assist states in conducting Framework for Action self-assessments or implementing plans resulting from such self-assessments
- **Help Along the Way.** Federal partners of the CCAM are providing hands-on technical assistance to states and communities in coordinating human service transportation programs

In February 2004, President Bush expanded the CCAM through Executive Order 13330, which created the Interagency Transportation Coordinating Council on Access and Mobility, and directed 10 federal agencies to join. It requires the council to eliminate duplication and overlapping federal programs and improve the coordination of federally supported transportation services at all levels.

The council must also facilitate access to the most appropriate, cost-effective transportation services within existing resources, encourage enhanced customer access to the variety of transportation resources available, and formulate and implement administrative, policy and procedural mechanisms that enhance transportation services at all levels.

This coordination of federally-supported transportation services was directed at people who are transportation-disadvantaged, particularly persons with disabilities, persons with lower incomes, and older adults who rely on community transportation systems. Therefore, the ICCT serves as a state counterpart to the federal CCAM.

Overview of HB 2222

HB 2222 created Illinois Public Act 94-0070, implementing the following changes to the Downstate Public Transportation Act:

- Changes the definition of “participant” to also allow “a county,” along with the existing “city, village, or incorporated town” or “a local mass transit district.”
- Removes the requirement that a “participant” must be receiving state mass transit funds or federal rural transportation funds. This allows a greater opportunity for more entities to provide transportation service.
- For funding purposes, transfers the St. Clair County Transit District from the Metro-East Public Transportation Fund to the Downstate Public Transportation Fund.
- Defines who can provide service through an intergovernmental agreement or third party contract which allows for greater flexibility in service provision.
- Increases the transfer from GRF to the Downstate Public Transportation Fund from 2/32 to 3/32 of 80% of the State sales tax generated within those municipalities or mass transit districts that participate in the Fund (including St. Clair and Monroe Counties).
- Defines new “participant” requirements with emphasis on planning, interagency coordination, operating and safety standards, public input, service extensions, oversight by the Department of Transportation, and allows funding priority to those multi-county or multi-jurisdictional projects who wish to expand service.
- Allows St. Clair County Transit District the option to receive monthly state payments. Any required reconciliation would be made on the last monthly payment of the fiscal year.

The amendments lessened the eligibility requirements for funding, but it will still be necessary to advocate for an appropriation for Downstate Operating Assistance.

Priority will be given to those transportation providers that wish to expand services that already receive Federal 5311 funding, Downstate Operating Assistance or both. New systems must implement service utilizing federal guidelines and will be subject to oversight by the Department of Public and Intermodal Transportation (DPIT).

HB 2222 should not be interpreted as “funding is available” ... and all one has to do to get funding is to apply. Actually, the very same first steps to implementing a transportation system must be done, such as:

- Conducting public hearings;
- Gaining local support ;
- Generating local match;
- Developing a transportation plan; and
- Coordinating all transportation providers in one’s area.

Each entity will also have to find a mechanism to acquire vehicles, develop a maintenance plan, institute a drug and alcohol policy, and comply with all other assurances required by state and federal law

An appropriation must be secured and approved by the General Assembly in the next year’s budget, and then an application must be submitted to DPIT for approval, whereupon a contract must be executed and signed by the Governor and the Secretary of the Illinois Department of Transportation.

It’s a long process that can take several years to accomplish. Existing transportation providers would have all the operational mechanisms in place.

Individuals looking to implement or expand transportation services are urged to contact either IPTA or RTAC for technical assistance. As members of the state’s Interagency Coordinating Committee on Transportation (ICCT), they have prepared packets for new starts that explain public transportation funding and transportation coordination. It makes sense for all transportation providers to embrace the President’s Executive Order to coordinate services.

Source: Linda Podeschi, IPTA, 2005



January 17, 2005

Ms. Louanner Peters
Deputy Chief of Staff for Social Service
Office of the Governor
207 State House
Springfield, IL 62706

Dear Ms. Peters:

As Co-Chair of the Illinois Early Learning Council, I am writing to express support for the Illinois Interagency Coordinating Committee on Transportation (ICCT) that was established to address many of the critical transportation challenges confronting disadvantaged populations. As the work of the ICCT moves forward, I would appreciate joining the forces of the Illinois Early Learning Council with those of the ICCT to collaboratively address ways to improve transportation for low-income families with young children who stand to benefit the most from participating in high-quality early education programs. We hope that the Committee will include improving families' access to early childhood programs serving children at risk of school failure in its mission to improve transportation for disadvantaged populations.

As you know, the Illinois Early Learning Council is committed to meeting the early learning needs of children from birth to age five and their families. In order to ensure that all young children in Illinois have access to a high-quality early learning experiences, transportation issues must be adequately addressed. Toward that end, the Council's Expansion Committee convened a time-limited Transportation Workgroup to gain a better understanding of how transportation is currently provided and funded in a variety of early childhood programs (e.g. Head Start, State Prekindergarten); identify challenges that families and programs experience in arranging and funding transportation; and develop transportation strategies to make programs accessible to more children and families.

We found that although the federal Head Start program and State Prekindergarten program allow funds to be spent on transportation, the lack of independent funding streams for transportation and the lack of funding for annual cost of doing business adjustments often forces providers to use funds for transportation that would otherwise be used to expand or enhance program services to needy children. Furthermore, in recent years budgetary constraints and excessive gas prices have caused some providers to

discontinue offering transportation services to and from programs, which is particularly difficult for families residing in rural and suburban communities.

Margie Wallen, the Ounce of Prevention Fund's Early Learning Project Manager who coordinates the work of the Illinois Early Learning Council, attended the August 2005 meeting of the ICCT to raise awareness of transportation challenges experienced by children and families participating in early childhood programs as well as program administrators trying to arrange transportation services. It is our hope that the ICCT will work collaboratively with the Illinois Early Learning Council on ways to expand and enhance transportation services to ensure that low-income children and families can benefit from available early learning opportunities.

The Council's Transportation Workgroup shares similar objectives to those of the ICCT – ensuring the availability of essential transportation services, reducing duplication, and informing local stakeholders about innovative transportation models and resources. Comprised of stakeholders from across the state, the Transportation Workgroup plans to administer a telephone survey of selected early childhood programs to collect information on how early childhood programs in rural, suburban and urban areas currently provide transportation services. We are hopeful that these written profiles of successful transportation strategies will be posted on the ICCT website so that early childhood program administrators statewide have access to new ideas and collaborative approaches to provide transportation services.

The Illinois Early Learning Council supports the work of the ICCT, and would look forward to continued collaboration efforts beyond submission of the ICCT's report to the General Assembly in February 2006. Thank you for your consideration.

Sincerely,



Harriet Meyer
President, Ounce of Prevention Fund
Co-Chair, Illinois Early Learning Council

c.c.: ICCT Committee Members
Elliot Regenstein, Office of the Governor

