

**KFH Group Recommendations for the
Outline for Regional Coordinated Transportation Plan (FY 2011 Update)
December, 2010**

EXECUTIVE SUMMARY

THE PLAN

I. Section 1: Introduction

- A. Purpose of Coordinated Plan
 - 1. State Coordination Efforts
 - 2. Federal Requirements
 - a. SAFETEA-LU Requirement for Coordinated Planning of Transit and Health and Human Services Transportation
 - b. JARC
 - c. New Freedom
 - d. Section 5310 Elderly and Disabled
- B. Summary of Needs Review and Inventory of Resources (detailed in Appendices)
- C. Summary of Plan Development Methodology and Public Involvement Activities (with documentation attached as appendices)

II. Section 2: Vision, Mission, Goals, Objectives and Performance Measures

- A. Vision
- B. Mission
- C. Goals
- D. Objectives
 - a. Long Term
 - b. Short Term
- E. Performance Measures to Evaluate Effectiveness
 - a. Number of Trips
 - b. Customer Satisfaction
 - c. Cost per trip
 - d. Other...

III. Section 3: Recommended Strategies and Projects

- A. Summary of Needs Assessment (documented in depth in an Appendix)
- B. Strategies and Projects to Address the Unmet Needs

IV. Section 4: Plan Implementation

- A. Planning for Comprehensive Services Across Funding Categories
 - a. FTA-funded programs
 - i. JARC
 - ii. New Freedom

- iii. Elderly Individuals and Individuals with Disabilities
 - iv. Urban Formula
 - v. Non-Urbanized Formula Programs
 - b. Health and Human Services Programs
 - c. Work force programs
 - d. Other...
- B. Streamlining Parallel Planning Processes
 - a. Comprehensive list and narrative description of planning processes
 - b. Description of how this updated plan satisfies requirements of other requirements
- C. Staff Structure and Process
 - a. Lead agency's role and staffing capacity
 - b. Steering committee involvement
 - c. Methods of lead agency to engage steering committee and other stakeholders
 - d. How lead agency will update this plan
- D. Leveraging Resources
- E. JARC/New Freedom Competitive Selection Process and Criteria

APPENDICES

Appendix A: Best Practices from other Regions

Appendix B: Regional Accomplishments since 2006 Plan

Appendix C: Documentation of Needs Survey

1. Survey Instrument(s)
2. Summary of Outreach and Promotion
3. Results of Survey
 - a. Online
 - b. On-board
 - c. Through Human Service Agencies

Appendix D: Documentation of First Round of Public Meetings

1. Dates, Locations, Participant Lists
2. Summary of Outreach and Promotion
3. Input received

Appendix E: Documentation of Second Round of Public Meetings

1. Dates, Locations, Participant Lists
2. Summary of Outreach and Promotion
3. Input received

Appendix F: Transportation Resources in the Region

This section will provide a comprehensive assessment of transportation resources in the region, in tabular and narrative format, as well as with maps of service areas of the fixed route and major demand-response providers.

1. Public transportation providers operating fixed-route and demand response service
 - a. Capital Metro
 - b. CARTS
 - c. Hill Country Transit District
 - d. Texas State University Bobcat Tram Interurban Service
 - e. Round Rock Express Service (Planned)
 - f. LSTAR Rail (Planned)
 - g. Private and Intercity:
 - i. Intercity bus
 - ii. Taxi
 - iii. Amtrak

2. Client-Focused Services
 - a. Non-Emergency Medical Transportation
 - i. Texas Medical Transportation
 - ii. Other
 - b. Workforce Transportation and Transportation Targeted to Low-Income Transit Dependent
 - i. Workforce Solutions
 - ii. Foundation for the Homeless
 - iii. Community Action Agencies
 - iv. Others
 - c. Services Targeted to Elderly and Disabled Users
 - i. MHMR Centers
 - ii. Area Agency on Aging
 - iii. Easter Seals
 - iv. AGE
 - v. Faith in Action Caregivers
 - vi. Mary Lee Foundation
 - d. Educational Transportation Services
 - i. Texas State University
 - ii. School Districts

3. Planning Organizations

- a. TxDOT
 - i. Public Transit Division
 - ii. Austin District
- b. Capital Area Metropolitan Planning Organization
- c. Capital Area Council of Governments
- d. Cities, Counties
- e. Transit Providers

Appendix G: Assessment of Needs

This section will document the comprehensive assessment of the public's unmet transportation needs and inefficiencies in the delivery of transportation services. It will include tables, maps and a narrative description of needs.

1. Geographic Boundaries and Data
2. Regional Demographic Profile (Assessment of Numbers and Locations of):
 - a. Overall Population (including age, race and income characteristics)
 - b. Below the Poverty Level
 - c. Low Income
 - d. Persons with Disabilities
 - e. Older Adults over 65
 - f. Youth under 16
 - g. Autoless households
 - h. Limited English Speakers
3. Health and Human Service Agencies and Programs (including Workforce)
4. Needs identified through the community survey
5. Inefficiencies and Service Gaps
6. A description of the research methodology