

Memorandum of Understanding
Between
Division of Vocational Rehabilitation, DWD and
Division of Transportation Investment Management, DOT

Grantee: **Wisconsin Department of Transportation**

Contact Information: Bobbie Beson-Crone
Division of Transportation Investment Management
4802 Sheboygan Ave. Room 951
Madison, WI 53711

Grant Amount: **\$500,000.00**

Effective Date: 2/1/07 to 6/30/09

Regulatory Basis:

The Division of Vocational Rehabilitation is issuing this grant pursuant to the following regulatory authority:

34 CFR Sec. 361.49 - Scope of vocational rehabilitation services for groups of individuals with disabilities.

(a) The designated State unit may also provide for the following vocational rehabilitation services for the benefit of groups of individuals with disabilities:

- (6) Other services that promise to contribute substantially to the rehabilitation of a group of individuals but that are not related directly to the individualized plan for employment of any one individual. Examples of those other services might include the purchase or lease of a bus to provide transportation to a group of applicants or eligible individuals or the purchase of equipment or instructional materials that would benefit a group of applicants or eligible individuals.

The Department of Transportation and the Division of Vocational Rehabilitation are eager to collaborate and co-fund potential rural transportation service systems to increase and expand transportation services to persons with disabilities or persons who may develop a disability in Wisconsin. Both agencies are part of the governor-appointed Interagency Council on Transportation Coordination. This memorandum of understanding between the agencies will outline the goals, services, outcomes and reporting requirements of the agreement.

DVR funding and other federal funds (Supplemental Transportation Rural Assistance Program – STRAP, Job Access Reverse Commute – JARC, 5310-Elderly and Disabled Capital Program, and a United We Ride-UWR grant) will be used to fund consulting services and a number of rural transportation pilot projects. In many rural areas, local governments do not have the financial capability to meet transportation needs. DVR and other funding

sources can be used to assist local communities and independently fund transportation projects such as: IT solutions, and rural projects to initiate, expand, and enhance current rural transportation services.

Goal 1: Consultant Hire

Under the work effort of the governor appointed Interagency Council on Human Services Transportation Coordination of which both DVR and DOT are members, a portion of the DVR funding will be used to hire a consultant who has extensive knowledge and experience in transportation coordination for persons with disabilities and the elderly. A federal initiative, United We Ride (UWR) has distributed planning and implementation grants to all states to develop transportation coordination systems and services. Wisconsin has received a grant of \$75,000. A goal of transportation coordination is to increase rides to people with disabilities and the elderly by sharing fiscal, capital, and human resources. Due to other state's efforts under the UWR initiative, there are consultants with considerable expertise and experience in developing transportation coordination models and implementation strategies. Hiring a consultant with a broad range of lessons learned knowledge from other states would facilitate and expedite development and implementation of a transportation coordination model in Wisconsin. The consultant will:

- Collect data on current coordination practices in Wisconsin and "best practices" in other states
- Do a gap analysis of rides needed versus rides provided; hours of ride availability, equipment/operating needs, etc.
- Identify barriers to transportation coordination to include regulatory, legislative and program policy restrictions that prohibit various human service agencies to coordinate rides and combine funding
- Identify legislative solutions
- Recommend a coordination model for Wisconsin based on the lessons learned from Minnesota and other states that have similar economic, political, and geographic variability as Wisconsin.

Timeline

DVR funding and UWR implementation grant funds (\$75,000) will be used to co-fund the hire of a consultant to accomplish the above objectives. The timeline for the consultant hire is:

- January 1, 2007 to February 7, – Develop RFP to hire a consultant
- February 8, 2007 to March 8, 2007– RFP national solicitation
- March 9 to April 06, 2007 – Score proposals, interview applicants and award a contract

Outcome Measures and Reporting:

1. The consultant will be monitored and services evaluated through monthly reports submitted to the Wisconsin DOT, (the Division of Transportation and Investment

- Management, DTIM), DVR and the Governor appointed Interagency Council on Transportation Coordination.
2. May 1, 2007- Review of other states coordination models/best practices
 3. May 10, 2007 - Interagency Council on Transportation Coordination conference presentation
 4. November 1, 2007 – Draft recommendation of a statewide coordination service delivery model with implementation strategies
 5. November 1 to December 31, 2007 – Interagency Coordination Council, Stakeholder Advisory Council review model and consultant recommendations for implementation
 6. January 1 to March 31, 2007 - Consultant modifies model/implementation recommendations based on Councils review
 7. April 10, 2008 - Final model reviewed and adopted by the Interagency Council on Transportation Coordination and the Stakeholder Council.

Goal 2: Rural Transportation Pilot Projects for Persons with Disabilities

Develop service models and pilot projects to improve service efficiency and service responsiveness in rural areas. Examples of pilot projects:

- Develop three to five pilots that are service models and are multi-county/multi-regional to demonstrate shared resources means more rides with increased ride service availability
- Develop a one-stop transportation call-center to coordinate transportation and manage program eligibility requirements
- Acquire and operate intelligent transportation technologies to help plan and operate coordinated systems to include GIS mapping, coordinated vehicle scheduling, dispatching and monitoring technologies, etc.
- Develop employer linkages to provide transportation such as shuttles, ridesharing, carpooling, etc.
- Test the efficacy of transit pass and voucher programs and a “SMART” card billing system
- Develop and increase demand response fixed and flexible route systems, and shared ride taxi services

Timeline

1. January 5 to January 31, 2007 – Develop RFP to solicit pilot projects from counties, private for profit/non-profit organizations and providers, etc. The rural service pilot applications will be co-developed by DVR/DOT including evaluation criteria.
2. February 1 to March 15, 2007 - RFP statewide solicitation
3. March 16 to April 15, 2007 - Score proposals, interview applicants and award contracts; leave open the addition of other pilots being added/completed over a two year time period
4. April 16, 2007 to 6/30/09 – Pilots completed, reviewed and reported.

Outcome Measures and Reporting:

1. Rural Transportation Pilot Projects will be evaluated by the application criteria developed jointly by DVR/DOT.
2. Rural Transportation Pilot Projects may be combined with Supplemental Transportation Rural (Public) Assistance Program (STRAP) funds to combine funding and decrease local match for pilots.
3. Monthly reporting of pilot progress will be required.
4. Outcome measures will be specifically outlined for each selected pilot project.
5. Quarterly summaries of the pilots will be forwarded to DVR and DTIM administration and reviewed by the Interagency Council on Transportation Coordination.

Transfer of Funds to DOT

DVR will provide \$500,000 to co-fund this Collaborative Memorandum of Understanding for Services to Groups. WisDOT will invoice DVR quarterly for expenditures occurred. Payment will be made to WisDOT via check. No advance monies will be given.

Co-Agency Approval

This Memorandum of Understanding is effective upon signature by the Division of Vocational Rehabilitation Administrator or her designee and the Division of Transportation Investment Management or his designee.

Signature – Contractor Authorized Representative

Charlene Dwyer

Signature – Charlene Dwyer, Administrator
Division of Vocational Rehabilitation, DWD

Signature – Administrator/Designee

Division of Transportation Investment Management, DOT

Date

1/31/07

Date

2/1/07

Date