

## SANDAG Grant Programs Glossary of Terms

| Term                                  | Applicable Grant Program(s) | Definition   |
|---------------------------------------|-----------------------------|--|
| Active Project                        | All                         | A project that has an executed grant agreement that is not yet completed and will continue being funded and reported on during the next quarter.   |
| Awarded Project                       | All                         | A project that was awarded funding, but the grant agreement has not yet been signed.   |
| Actual Performance                    | All                         | Referring to the grantee's performance of the project during the project term, which contrasts with the proposed performance (see definition below).   |
| AFA                                   | AFA                         | Acronym for the Access for All Program.  |
| Amendment (AM)                        | All                         | Refers to no-cost, schedule-only extensions and scope modifications brought about by extenuating circumstances such as COVID-19. The Chief Executive Officer can approve time extension requests of up to twelve months aggregate or that do not miss Project Milestones (see definition). All such amendments are subsequently reported as a delegated action to the SANDAG Board of Directors. Amendments exceeding twelve months aggregate or that miss Project Milestones are considered by the following Policy Advisory Committees: <ul style="list-style-type: none"> <li>• SGIP, HAP, and EMP - Regional Planning Committee (RPC)</li> <li>• ATGP, SGIP, STGP, EMP, AFA - Transportation Committee (TC)</li> </ul> |
| Americans with Disabilities Act (ADA) | All                         | A federal law that prohibits discrimination and ensures equal opportunity for people with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation.   |
| ATGP                                  | ATGP                        | Acronym for the TransNet Active Transportation Grant Program.  |
| Capital Project                       | All                         | A project to purchase or construct real or personal property such as vehicles, computers, software, sidewalks, bulb-outs, and bike lanes that provide or enhance transportation services.  |
| Closed Project                        | All                         | A project has been closed when SANDAG staff has processed the final invoice, retention has been released, and the project closeout checklist has been completed and signed. This marks the end of SANDAG's administration of the project.  |
| Completed Project                     | All                         | A grantee has completed its project after providing all required deliverables in the grant agreement. <a href="#">Board Policy No. 035</a> further defines completion as: <ul style="list-style-type: none"> <li>• Capital Project: the prime construction contractor</li> </ul>   |

|  |      |  |
|--|------|--|
|  |      | <p>has been relieved from its maintenance responsibilities</p> <ul style="list-style-type: none"> <li>• Planning Project: the grantee has approved the final project deliverable</li> </ul> <p>A project that is shaded blue in the quarterly status report connotes a project that was completed in the reporting quarter.</p>  |
| Consolidated Transportation Services Agency (CTSA) | STGP | CTSAs were created under the Social Service Transportation Improvement Act of 1979 to promote the consolidation of state social service transportation. In 2006, SANDAG selected Facilitating Access to Coordinated Transportation (FACT) as the CTSA for the San Diego region after a competitive selection process. In 2020, the SANDAG Board of Directors approved the dedication of 25% of STGP Cycle 11 funding to CTSA for mobility management activities. |
| Cost per Trip                                      | STGP | Used as a performance measure for Operating and some Capital STGP Projects. Cost Per Trip refers to the Net Project Cost (grant plus required matching funds) divided by the number of One-Way Passenger Trips provided in the reporting period.   |
| Cost per Unit                                      | STGP | Used as a performance measure for Mobility Management projects. Cost per Unit is the Net Project Cost (grant plus required matching funds) divided by the number of Units provided in the reporting period, such as the number of ride referrals.  |
| Education Encouragement and Awareness (EEA)        | ATGP | Refers to a Non-Capital ATGP Project Category. These projects or programs raise awareness about biking and walking as viable transportation alternatives for trips to work, school, shopping, and other daily activities.  |
| EMP  | EMP  | Acronym for the TransNet Environmental Mitigation Program.   |
| HAP  | HAP  | Acronym for the Housing Acceleration Program.  |
| Individuals with Disabilities                      | All  | Individuals with disabilities as defined by the Americans with Disabilities Act.   |
| Minimum Match Requirement                          | STGP | The minimum matching funds required of a grantee is represented as a percentage of the total project cost. The Minimum Match requirement varies by funding source (e.g., Section 5310 or SMG) and by project type (e.g., Capital, Operating, or Mobility Management).  |
| Mobility Management Project                        | STGP | A project that improves coordination among public transportation and other transportation service providers. Mobility Management does not include operating a public transportation service and is measured in Units of Service.   |
| Older Adult  | STGP | For SMG-funded projects, this refers to individuals 60   |

|  |      |  |
|--|------|--|
|  |      | years or older. For Section 5310 funded projects, it refers to individuals 65 years or older.  |
| On-Demand Transportation                   | AFA  | A transportation service that does not follow a fixed route or schedule, and the provider can fulfill trip requests within twelve hours.   |
| One-Way Passenger Trip (OWPT)              | STGP | Refers to one rider making a one-way trip from origin to destination, calculated each time a passenger boards a vehicle.   |
| Operating Project                          | STGP | Refers to the STGP Project Category. The project operates a transportation service that provides trips to seniors and individuals with disabilities.   |
| Performance Threshold                      | STGP | Refers to 130% of the proposed Cost per Trip or Cost per Unit.   |
| Policy Committee Oversight                 | All  | <ul style="list-style-type: none"> <li>• Independent Taxpayer Oversight Committee (ITOC): TransNet-funded grant programs.</li> <li>• Regional Planning Committee (RPC): EMP, SGIP, and HAP grant programs.</li> <li>• Transportation Committee (TC): ATGP, SGIP, EMP, AFA, and STGP grant programs.</li> </ul>   |
| Pre-Scheduled Transportation               | AFA  | A transportation service where the provider can only fulfill trip requests over 12 hours.  |
| Project Milestone and Completion Deadlines | All  | <p>Refers to milestone and completion deadlines following the issuance of the Notice to Proceed on the project that are required per <a href="#">Board Policy No. 035</a> and vary based on project type:</p> <ul style="list-style-type: none"> <li>• Capital Projects: completed within three and a half years if a construction contract is necessary; or open to the public within eighteen months if no construction contract is necessary.</li> <li>• Planning Projects: completed within three years if a consultant contract is necessary; or completed within two years if no consultant contract is necessary.</li> <li>• Operations Projects: operations commence within eighteen months if a service contract is necessary, or operations commence within one year if no service contract is necessary.</li> <li>• Equipment or Vehicle Projects: purchase contract awarded within six months and use of the equipment or vehicles for public benefit within three months of acceptance of the equipment or vehicles from the supplier.</li> </ul> |
| Proposed Performance                       | STGP | Refers to the level of performance a grantee proposed in its application and is required to maintain through its grant agreement.  |
| REAP                                       | HAP  | Acronym for the Regional Early Action Program, the funding source for the HAP program.   |
| Recovery Plan                              | STGP | A detailed plan and implementation schedule submitted by a grantee whose project is on a Watch   |

|  |          |  |
|--|----------|--|
|  |          | List or is otherwise not in compliance with its grant agreement. The Recovery Plan includes how the grantee intends to achieve the Performance Threshold or comply with the grant agreement. If performance does not improve, SANDAG staff notifies the relevant Policy Advisory Committee, which may decide to discontinue project funding. |
| Section 5310                             | STGP     | Refers to the Federal Transit Administration Section 5310 Program: Enhanced Mobility of Seniors & Individuals with Disabilities.   |
| SGIP                                     | SGIP     | Acronym for the TransNet Smart Growth Incentive Program.   |
| SMG                                      | STGP     | Acronym for the TransNet Senior Mini-Grant Program.  |
| Specialized Transportation Grant Program | STGP     | Refers to the SMG and Section 5310 grant programs collectively.  |
| TransNet-Funded Grant Programs           | All      | Competitive grant programs funded through the <a href="#">TransNet Extension Ordinance and Expenditure Plan</a> . The status of these grant programs is reported to the Independent Taxpayer Oversight Committee on a biannual basis. Grant programs funded through TransNet include ATGP, EMP, SGIP, and SMG.                               |
| Transportation Brokerage                 | STGP     | A member organization that provides negotiated competitive rates to facilitate trips based on the lowest price.  |
| Units of Service                         | STGP     | Used as a performance measure for Mobility Management projects. Examples of units of Service include web hits, referrals, and training provided to inform riders of their transportation options or facilitate coordination among specialized transportation providers.  |
| Watch List                               | All      | SANDAG places a project on the Watch List if the grantee is failing to comply with the terms of their grant agreement, for example, if a grantee is not able to fully draw down funds or complete the project scope of work without the approval of an extension request by a Policy Advisory Committee.                                     |
| Withdrawn Project                        | All      | A project that was awarded funding, but the applicant withdrew from the program before the project was completed.  |
| WAV                                      | STGP/AFA | Acronym for Wheelchair Accessible Vehicle, which provides a lift or lamp to help transport individuals with disabilities with mobility devices such as a non-foldable wheelchair or mobility scooter.  |