



2018 Demonstration Project LOI

Purpose of LOI	<p>The Transit Empowerment Fund (TEF) Board seeks letters of interest (LOI) for 12-36 month transportation demonstration projects designed to address transportation gaps for low-income transit dependent populations within Travis County. The Board is interested in learning about pilot or demonstration projects designed to create sustainable and systemic improvements, leverage resources and create collaborations to solve shared transportation challenges.</p>
About the Basic Transportation Needs Fund	<p>The Transit Empowerment Fund (TEF) was established in 2011 as a partnership between Capital Metro and One Voice Central Texas to enhance access to transportation. An independent Board oversees the work of the Fund including the distribution of transit passes to nonprofit organizations, microgrants, and support of demonstration projects. The Board includes representatives from the nonprofit and business communities and Capital Metro</p>
Request for Letters of Interest	<p>The TEF Board will accept letters of interest for 12-36 month transportation demonstration projects that address the following:</p> <p>Target Population: Project must serve individuals who are at or below 150% of the Federal Poverty Level and are transit dependent.</p> <p>Purpose: The primary purpose of the project must be increased transportation access to employment, education, healthcare, basic needs, and/or community services.</p> <p>Service Area: Projects must operate within Travis County</p> <p>Desired Project Characteristics: The Board is especially interested in learning about projects that are collaborative innovative, sustainable, and leverage other community resources.</p> <p>Planning Projects: The Board may also consider applications for planning for a transit project for low-income individuals that meet the above criteria. Planning grants can be for up to 12 months.</p> <p>Preference for both demonstration projects and planning grants will be given to projects that support or leverage shared-ride transportation services</p>
Eligible Applicants	<p>Lead applicant must be either a 501©3 organization or a governmental entity.</p>
Documentation	<p>All applicants must submit a letter of interest that includes a maximum of three typed pages (11 point font) project description (items 1-4 below) and a separate attached projected budget.</p>
Timeline	<p>LOI released: September 25, 2018</p>

	Deadline for Letters of Interest: Friday October 19th, 2018 at 5pm. All letters must be submitted electronically to sam@successfulgiving.com . The Board reserves the right to follow up with applicants for additional information and may request an interview.
Contact Information	If you have questions about the application, please contact Sam Woollard sam@successfulgiving.com

Letter of Interest should include the following

Applicant Information	<ul style="list-style-type: none"> ➤ Name of Lead Organization ➤ Contact Name ➤ Contact Phone Number and E-mail ➤ Website ➤ Amount of Funding that would be needed for the project. Annual cost and total cost.
1. Project Overview	<p>Demonstration Project: Provide a brief overview of the project that includes:</p> <ul style="list-style-type: none"> ➤ Collaborative Partners ➤ Target population ➤ Service Area ➤ Description of services to be delivered <p>Planning Project: If requesting a planning project identify:</p> <ul style="list-style-type: none"> ● Who will be engaged in the planning ● Target population
2. Need for Project (Demonstration and Planning)	Describe what critical transportation need(s) the project will address.
3. How project will create sustainable change (Demonstration only)	Briefly describe how this project will create sustainable and systematic improvements, leverage resources and create collaborations to solve shared transportation challenges.
4. Implementation	Provide a projected timeline for implementation once funding is

(Demonstration and Planning)	received
5. Budget (Demonstration and Planning)	<ul style="list-style-type: none">➤ It is anticipated that the annual amount for funded projects will range from \$5,000-\$50,000➤ Provide a detailed projected 6, 12, 24, or 36 month budget

Following the submission of the applications, the Board will review and then determine how to proceed which could include any or all of the options below:

1. Request for applicants to complete a more extensive RFP
2. Interview with the board
3. Request for additional information about specific aspects of the project