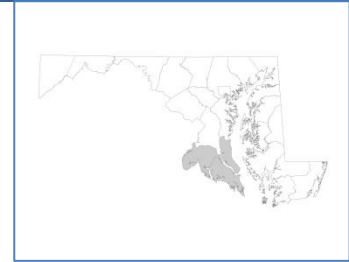


Southern Maryland Coordinated Public Transit – Human Services Transportation Plan

Calvert, Charles and St. Mary's Counties



December 2015

Prepared for
Maryland Transit Administration



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Chapter 1: Background

INTRODUCTION

On July 6, 2012, President Obama signed into law Moving Ahead for Progress in the 21st Century (MAP-21). MAP-21 went into effect on October 1, 2012. The program changes in this legislation included the repeal of the Federal Transit Administration's (FTA) Section 5316 (Job Access and Reverse Commute – JARC Program) and Section 5317 (New Freedom Program); and the establishment of an enhanced Section 5310 Program that serves as a single formula program to support the mobility of seniors and individuals with disabilities.

This legislation continued the coordinated transportation planning requirements established in previous law. Specifically, the legislation notes that the projects selected for funding through the Section 5310 Program must be “included in a locally developed, coordinated public transit-human services transportation plan.”

In response to the MAP-21 legislation, the Maryland Transit Administration's (MTA) Office of Local Transit Support (OLTS) that administers the state's public transit and human service funding programs, including the Section 5310 Program, led the update of regional Coordinated Public Transit-Human Services Transportation Plans. This is the Coordinated Transportation Plan for the Southern Maryland Region that includes Calvert, Charles and St. Mary's Counties as shown in Figure 1-1. The plan builds upon previous versions produced in 2007 and 2010. Future projects funded through the Section 5310 will be derived from this updated Coordinated Transportation Plan.

The coordinated transportation planning effort was not solely limited to the Section 5310 Program. As noted in the FTA guidance, while the plan is only required in communities seeking funding under the Section 5310 Program, a coordinated plan should incorporate activities offered under other programs sponsored by federal, state and local agencies to greatly strengthen its impact. This plan takes a broader approach and includes information on a variety of transportation services offered in the region. It also provides strategies and potential projects beyond those eligible for funding through the Section 5310 Program. The Coordinated Transportation Plan is designed to serve as a blueprint for future discussions and efforts in the region to improve mobility, especially for older adults, people with disabilities, veterans, people with lower incomes, and young people without access to transportation.

Figure 1-1: Coordinated Transportation Plan



PLAN CONTENTS

The Coordinated Transportation Plan for the Southern Maryland Region is presented in the following order:

- **Chapter 1** (this chapter) provides information on the coordinated transportation planning requirements and on the Section 5310 Program.
- **Chapter 2** discusses the outreach process and the involvement of regional stakeholders in the coordinated transportation planning process.
- **Chapter 3** provides a review of recent plans and studies in the region that are relevant to the coordinated transportation planning process or provide information on community transportation needs.
- **Chapter 4** provides an assessment of the transportation needs in the region based on qualitative data (input on needs from key stakeholders).
- **Chapter 5** provides an assessment of transportation needs in the region through quantitative data (U.S. Census and American Community Survey).
- **Chapter 6** provides an inventory of current transportation services in the region.
- **Chapter 7** presents strategies and potential projects to meet transportation needs as identified and prioritized by regional stakeholders.
- **Chapter 8** discusses proposed on-going arrangements in the region to continue the momentum from the coordinated transportation planning process.
- **Chapter 9** provides the process for approval of this coordinated transportation plan.
- **Appendix A** includes various documents relevant to the coordinated planning process.

COORDINATED TRANSPORTATION PLAN ELEMENTS

FTA guidance defines a coordinated public transit-human service transportation plan as one that identifies the transportation needs of individuals with disabilities, seniors and people with low incomes; provides strategies for meeting those local needs; and prioritizes transportation services and projects for funding and implementation. There are four required plan elements:

- (1) An assessment of available services that identifies current transportation providers (public, private and nonprofit).
- (2) An assessment of transportation needs for individuals with disabilities and seniors. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.

- (3) Strategies, activities, and/or projects to address the identified gaps between current services and needs, and opportunities to achieve efficiencies in service delivery.
- (4) Priorities for implementation based on resources (from multiple program sources), time and feasibility for implementing specific strategies and/or activities identified.

Guidance from FTA on the coordinated transportation planning process is included in Appendix A.

SECTION 5310 PROGRAM

As noted earlier, the MAP-21 legislation established a modified FTA Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities) Program that consolidates the previous New Freedom and Elderly and Disabled Programs. The purpose of the Section 5310 Program is to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

Funding

Funds through the Section 5310 Program are apportioned for urbanized and rural areas based on the number of seniors and individuals with disabilities, with sixty percent of the funds apportioned to designated recipients in urbanized areas of 200,000 persons or more, twenty percent to states for use in urbanized areas of fewer than 200,000 persons, and twenty percent to states for use in rural areas. The federal share is eighty percent for capital projects and fifty percent for operating grants.

All of the local share must come from sources other than Federal Department of Transportation (DOT) funds. Some examples of non-DOT federal funds are the Community Development Block Grant and the Appalachian Regional Commission funds. Examples of other sources for local match monies that may be used for any or all of the local share include local appropriations, dedicated tax revenues, private donations, revenue from human service contracts, and net income generated from advertising and concessions.

Eligible Subrecipients

Eligible applicants for Section 5310 funds in Maryland are private non-profit corporations that submit either:

- A copy of the Articles of Incorporation filed with the Maryland Department of Assessments and Taxation, or
- A copy of the determination from the U.S. Internal Revenue Service documenting their organization's private, non-profit status.

Although the Federal Section 5310 Program provides that a recipient may allocate funds to a state or local government authority under certain circumstances, the State of Maryland has determined that these public bodies will not be eligible to apply for Section 5310 funds for the following reasons:

- The limited funding available through the Section 5310 program is not adequate to meet the equipment needs of the non-profit organizations now eligible for funding. Approximately fifty percent of those applying each year actually receive funding.
- Non-profit organizations have extremely limited financial resources and few grant programs. Public bodies have access to expanded resources and broader access to grant programs.

Eligible Project Expenses

As noted earlier under the coordinated transportation planning requirements, all awarded Section 5310 projects are required to be derived from a regional Coordinated Public Transit-Human Services Transportation Plan. In addition to being within a project derived from or included in the applicable regional plan, Section 5310 project funding eligibility is limited to the following types of project expenses.

Eligible Capital Expenses

In accordance with FTA guidance, at least fifty-five percent of Section 5310 funds must be utilized for public transportation capital projects that are planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities. Eligible capital expenses that meet this fifty-five percent requirement involve the following:

Rolling stock and related activities for Section 5310-funded vehicles:

- Acquisition of expansion or replacement buses or vans, and related procurement, testing, inspection, and acceptance costs
- Vehicle rehabilitation or overhaul
- Preventative maintenance
- Radios and communication equipment
- Vehicle wheelchair lifts, ramps, and securement devices

Support equipment for Section 5310 Program:

- Computer hardware and software
- Transit-related Intelligent Transportation Systems (ITS)
- Dispatch systems

Support for mobility management and coordination programs among public transportation providers and other human service agencies providing transportation. Mobility management activities may include:

- Promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, seniors, and low-income individuals
- Support for short-term management activities to plan and implement coordinated services
- Support of state and local coordination policy bodies and councils
- Operation of transportation brokerages to coordinate providers, funding agencies, and passengers
- Provision of coordination services, including employer-oriented transportation management organizations' and human service organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers
- Development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs
- Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of geographic information systems (GIS) mapping, global positioning system technology, coordinated vehicle scheduling, dispatching and monitoring technologies, as well as technologies to track costs and billing in a coordinated system, and single smart customer payment systems. (Acquisition of technology is also eligible as a standalone capital expense)

Other Eligible Capital and Operating Expenses

Up to forty-five percent of a rural, small urbanized area or large urbanized area's annual apportionment may be utilized for the following:

- Public transportation projects (capital only) planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable
- Public transportation projects (capital and operating) that exceed the requirements of ADA
- Public transportation projects (capital and operating) that improve access to fixed-route service and decrease reliance by individuals with disabilities on ADA-complementary paratransit service

- Alternatives to public transportation (capital and operating) that assist seniors and individuals with disabilities with transportation

Chapter 2: Outreach and Planning Process

INTRODUCTION

FTA guidance specifies that states and communities may approach the development of a coordinated plan in different ways. The MTA, in conjunction with the KFH Group, led a broad approach that built upon previous coordinated transportation planning efforts and involved a diverse group of regional stakeholders. An outreach plan was developed that followed FTA guidance on the individuals, groups, and organizations that should be invited to participate in the coordinated planning process, and included the following:

- Area transportation planning agencies
- Public transportation providers
- Private transportation providers
- Nonprofit transportation providers
- Past or current organizations funded under the Section 5310, JARC, and/or the New Freedom Programs
- Human service agencies funding, operating, and/or providing access to transportation services
- Existing and potential riders, including both general and targeted population passengers (individuals with disabilities and seniors)
- Advocacy organizations working on behalf of targeted populations
- Agencies that administer health, employment, or other support programs for targeted populations
- Nonprofit human service provider organizations that serve the targeted populations
- Job training and placement agencies
- Housing agencies
- Healthcare facilities
- Mental health agencies
- Economic development organizations
- Faith-based and community-based organizations
- Employers and representatives of the business community
- Appropriate local or state officials and elected officials
- Policy analysts or experts

REGIONAL COORDINATING BODY

Through the development of earlier versions of this plan each of the five regions in the state established a Regional Coordinating Body to provide an ongoing format to discuss local transportation needs, especially those of older adults, people with disabilities and people with lower incomes. In relation to the Section 5310 Program, the Regional Coordinating Bodies are responsible for reviewing local applications before they are submitted to the MTA, and endorsing

only those applications that are derived from/included in the current regional Coordinated Transportation Plan.

The development of the previous Southern Maryland Coordinated Transportation Plan provided a framework for future regional coordinated planning activities. The process resulted in a partnership between the MTA and the Tri-County Council for Southern Maryland (TCCSMD). TCCSMD participated in the update of this plan by coordinating logistics for regional outreach events, conducting outreach into the community, offering input on transportation needs, conducting inventories of transportation resources, and providing input on potential strategies and projects.

SOUTHERN MARYLAND COORDINATED TRANSPORTATION PLANNING WORKSHOP

On February 25, 2015 the MTA, TCCSMD, and KFH Group hosted a regional workshop to engage a variety of organizations at the local level that are aware of transportation issues, especially in regard to people with disabilities, older adults, and people with lower incomes. The marketing of this event was conducted through a statewide outreach plan that followed FTA guidelines and highlighted the workshop in Southern Maryland along with those in Western Maryland and the Upper and Lower Shore regions of Maryland's Eastern Shore. Information on the regional workshops was distributed to over 500 stakeholders from across Maryland and these stakeholders were encouraged to pass the invitation along through their contact lists to help ensure an even broader outreach effort.

The Southern Maryland Coordinated Transportation Planning Workshop attracted 31 participants including representatives from:

- Centers for Independent Living
- County Health Departments
- Departments of Social Services
- Disability service providers
- Human service agencies (including those that provide transportation)
- Locally Operated Transit Systems (LOTS)
- Mental health providers
- Senior service providers
- Volunteer based organizations
- Workforce development programs

The workshop began with discussion of the federal coordinated transportation planning requirements, the state's approach to meeting these requirements and a review of the Section 5310 Program. The majority of the workshop was focused on obtaining input from participants on the unmet transportation needs in the region. Using the needs assessment by county included in the 2010 version of this plan, through three breakout groups – one for each county in the region – stakeholders updated transportation needs to better reflect current conditions. As an overall group the workshop participants then discussed and updated regional transportation needs.

Subsequently the revised needs assessment was distributed to the full group for an additional review. The results of the overall input process are reflected in the unmet transportation needs include in Chapter 4 of this plan.

WORKSHOP FOLLOW-UP

As a follow-up to the regional workshop, participants were provided a preliminary list of strategies based on the updated needs assessment. They were then invited to a meeting on May 11, 2015 that provided the opportunity to discuss and refine these strategies.

At this follow-up meeting participants discussed the process for prioritization of the strategies. There was consensus that the method would involve distributing an on-line survey to workshop participants with the list of strategies, and each person would have the ability to rate each as a high, medium or low priority. The results of the survey are reflected in the potential strategies highlighted in Chapter 7 of this plan.

MARYLAND COORDINATED COMMUNITY TRANSPORTATION WEBSITE

As in coordinated transportation planning efforts in 2007 and 2010, the outreach effort included the use of the “Maryland Coordinated Community Transportation” website – <http://www.kfhgroup.com/mdcoordinationplans.htm>. This website offers information on the coordinated planning requirements and the Section 5310 Program. The website was used through the planning process to provide information on regional workshops, meeting outcomes and draft plans. The site features links to the LOTS in Maryland and resources to support mobility management and coordination efforts.

Chapter 3: Previous Plans and Studies

INTRODUCTION

As part of the overall needs assessment, this section provides a review of recent plans in the region relating to transportation. A primary component of this review are Transit Development Plans (TDPs) recently conducted for the Locally Operated Transit Systems (LOTS) in the region. A TDP serves as a guide for public transportation improvements in a community or service area for the short-range future. The MTA requires the LOTS in Maryland to conduct a TDP approximately every five years. The LOTS use their TDPs as a basis for preparing their Annual Transportation Plans (ATPs) that serve as their Annual Grant Applications for transit funding.

This section also includes relevant information from other studies and plans on issues that impact transportation and mobility in the region.

TRANSIT DEVELOPMENT PLANS

Calvert County

A Calvert County TDP was completed in November, 2008, and an update is currently underway. The updated TDP is scheduled to be completed by December 2015. The updated TDP is intended to improve the efficiency and effectiveness of Calvert County Public Transportation (CCPT). The planning process for the TDP is being guided by Calvert County and CCPT staff, members of the Transportation Advisory Committee (TAC) formed for the study and the MTA.

Through the planning process the following overarching needs and visions emerged:

- Increasing connectivity and transfer opportunities between CCPT's routes and shuttles
- Streamlining existing routes to provide more direct trips
- Creating additional transit connections between Calvert, Charles, and St. Mary's County
- Enhancing CCPT's image within the community

Based on these needs and visions, a range of alternatives for CCPT to consider when planning for the five-year horizon of the TDP are under currently consideration. These alternatives were generated through the TDP planning process, while other concepts were generated through CCPT's ongoing strategic planning efforts. The alternatives serve as a starting point, to be modified based on changing needs and additional input. Due to the inevitable uncertainty of funding levels, the alternatives are presented as short, mid and long term. Short-term alternatives are either cost neutral or incur minimal costs given the potential benefits achieved and are projects that CCPT may implement within one to two years. The mid and long-term alternatives are also priorities but may require more resources than are feasible within the next few years. Depending on changing state and federal funding, these projects may be more appropriate for implementation at a later date. The proposed alternatives are:

Short-Term Improvements (1 Year)

- System-wide route adjustments
- Enhance public information and community outreach
- Improve bus stop amenities

Mid-Term Improvements (2 to 4 Years)

- Implement service to Charlotte Hall
- Initiate service to the planned College of Southern Maryland's Campus in Hughesville
- Additional evening service on the north and south routes
- Extend Saturday Service Hours
- Expand demand response service
- Transfer center location analysis and development

Long-Term Improvements (5 Years and Beyond)

- Increase route frequency
- Dedicated shuttle for park and ride lots

Feedback and refinements of the alternatives from CCPT staff, the TDP's advisory committee and the public will result in a final five-year plan.

Charles County

Charles County Transportation Development Plan (TDP) was completed in January 2010. The TDP includes an assessment of transit needs, an analysis of existing transportation services and recommendations for improving service delivery of the county's VanGo system. The issues identified in the Charles County's TDP at that time include:

- Need for expanded service hours
- Need for Sunday service
- Need for more frequent service
- Need for more direct service

Based on these needs a series of service alternatives were developed and considered by the Charles County VanGO staff and the TDP Advisory Committee. Ultimately the TDP included the following service development and organizational improvements that VanGO has used as a guide over the past five years:

- Modifying existing routes
- Modifying Nanjemoy service
- Implementing Sunday service
- Expanding hours
- Expand service frequency on selected routes

St. Mary's County

The TDP for the St. Mary's Transit System (STS) was completed in June 2013. The recommended projects were derived through detailed analysis of existing community transportation services, rider and non-rider community input, a transit needs analysis, alternatives analysis and committee discussion. One of the most significant features of the TDP was the recommendation to re-structure the STS fixed routes to provide more convenient connections for public transit riders and reduce the number of transfers required.

The recommended service plan from the TDP included public transit service projects planned for inclusion over a five-year planning horizon. The plan was organized into three phases and focuses on the following service initiatives:

Short-Term

- System-wide efficiency improvements
- Bus stop safety improvements
- Continued mobility enhancements

Mid-Term

- Park and Ride/commuter bus connectivity
- Extended evening hours (Southern Route)
- Sunday service expansion
- Increased frequency in Lexington Park/Great Mills
- MTA commuter bus connection to Leonardtown
- Rural fixed route service expansion
- Improved passenger transfer facilities

Long-Term

- Real-time bus information
- Electronic fare collection
- Transition to larger vehicles

COUNTY COMPREHENSIVE PLANS

Calvert County

The Calvert County Comprehensive Plan was adopted in 2004 and updated and amended in 2010. The goal of the plan is to maintain and improve the quality of life for Calvert County citizens by promoting sustainable development, encouraging a stable and enduring economic base, providing for safety, health, and education, and preserving the natural, cultural, and historic assets of Calvert County.

The objectives for transit in the county include expanding existing services and to promote alternate forms of transportation such as bicycling, carpools, public transit and vanpools. Recommendations such as providing commuter parking lots, expanding bus service, improving

the county's demand-response transit service and regularly updating the regional and local transportation plans were all suggested in the Calvert County Comprehensive Plan.

Charles County

The Charles County Comprehensive Plan was adopted in 2006 and is the primary document that guides land use development in Charles County. The plan addresses not only land use but public facilities, economic development and environmental issues. According to the comprehensive plan, the transportation goal for the county is to develop and maintain a multi-modal transportation system to provide for the safe and efficient movement of people and goods on both an inter- and intra- county basis. The goals for alternate modes of transportation include:

- Adopt land use and transportation policies and capital investment strategies designed to increase the share of trips handled by transit
- Reduce the number of single occupant vehicles through Transportation Demand Management programs, expand commuter bus systems, rideshare programs, carpool and vanpool programs, and additional park-and-ride lots
- Provide incentives that encourage commuters to switch to higher occupancy alternatives
- Develop a bicycle and pedestrian network which provides adequate and safe recreational and functional transportation connections between residential, employment, recreational, shopping and transit centers

St. Mary's County

Adopted in March 2010, the St. Mary's County Comprehensive Plan sets out a vision for a "well-maintained, multimodal transportation system [that] facilitates the safe, convenient, affordable, and efficient movement of people, goods, and services..." The plan contains a transportation element as well as referencing the county's 2006 Transportation Plan. The plan notes that although the car is the primary means of transportation in the county, demand for and use of transit is growing.

The plan states the objective of encouraging use of STS and the policy of promoting transit through regional coordination. Specific actions include developing employer outreach programs and continuing to improve STS connectivity with systems in Charles and Calvert Counties. The plan notes the need to facilitate mixed-use development supportive of alternative transportation, especially in the principle development districts of Lexington Park and Leonardtown. It also details goals to promote biking and walking, including a policy of accommodating bicycles on STS vehicles.

REGIONAL PLANS

College of Southern Maryland, Hughesville Transportation Study (September 2015)

The three county region comprised of Calvert, Charles, and St. Mary's Counties is served by the College of Southern Maryland (CSM), a regional community college. In May 2014, CSM approved a new regional campus in Hughesville, Maryland to accommodate the school's growth and consolidate academic programs. When completed, the new campus will centralize certain programs and draw students from all three counties.

This study provided an opportunity for the region to assess how to serve the campus through public transportation and ensure CSM-Hughesville develops in a responsible manner. The report included:

- Information on existing conditions through analysis of the region's existing land use, public transit services and current CSM student demographics
- Proposed transit recommendations and transportation demand management strategies
- Proposed campus access points and a recommended campus transit facility

Southern Maryland Mobility Management Plan (October 2012)

The Tri-County Council for Southern Maryland led development of a regional mobility management initiative with the goal of efficiently managing and delivering coordinated transportation services in Calvert, Charles, and St. Mary's Counties. A mobility management action plan was finalized in October 2012 and included a vision for a one-stop Southern Maryland mobility management call center. The plan discussed regional needs and made recommendations to help guide the development of a one-stop center.

Southern Maryland Transportation Needs Assessment (June 2008)

The Southern Maryland Transportation Needs Assessment was developed in response to the Maryland State Senate Bill 281 which established a commission to study the transportation needs in Southern Maryland. The commission was made up of 21 members including members of the Maryland Senate and House of Delegates and the U.S. Representative representing Southern Maryland. The impetus for the study was substantial population growth in the region (more than twice the growth rate of the entire state of Maryland from 1980 to 2005) and changing commuting patterns within the region. The study championed a multi-modal approach to transportation needs including highways and bridges, transit, bicycle/pedestrian infrastructure and appropriate future land-uses. The following strategies were included in the public transportation component of the plan:

- **Improve Local Transit Service and Coordination** – through improved convenience for intraregional work trips, regionalizing local bus routes and coordinating transit with social service agencies.

- **Expand Commuter Bus Service and Park-and-Ride Lots** – by utilizing innovative lane designs on shoulders or medians to allow for free movement of buses in congested conditions and addressing parking shortages by introducing feeder services such as shuttles, deviated fixed routes and subscription bus service in low-density areas.
- **Enhance Transit Information and Dissemination Techniques** –by including enhanced wayfinding signage to park-and-ride facilities; providing clear transit information such as routes served and bus departure times at park-and-ride facilities, on the internet and by telephone; creating consistent signage for local transit systems; and making information user-friendly.
- **Implement Feasible High-Capacity Transit Options** – by noting that the region’s growing population and congestion could justify high-capacity transit options such as light rail or bus rapid transit. While the current levels of ridership do not yet justify this option, planning efforts should be undertaken now to ensure that such a service could be quickly implemented if the need arises.

OTHER PLANS AND STUDIES

The following section reviews recent plans and initiatives covering broader issues and planning efforts.

St. Mary’s County Land Preservation, Parks and Recreation Plan (LPPRP) (March 2012)

The 2012 St. Mary’s County LPPRP assesses the county’s future parks and recreation need and identifies land preservation and natural resource conservation goals. The LPPRP begins by reviewing county characteristics, including demographics. Population growth in the county for the next decade will likely be concentrated in the Lexington Park and Hollywood areas, Mechanicsville, Chaptico, and Valley Lee. The 65 and over population is projected to increase from 11% to 17% between 2010 and 2020 resulting in increased demand for senior recreation services.

Capitol Health Care Network Rural Initiative (2009)

St. Mary’s County was one of four rural focus areas selected in this study commissioned by the Department of Veterans Affairs (VA). The study assessed the quality of care available to veterans with the goal of enhancing veterans’ health through transportation to VA facilities. Recommendations to improve transportation options available to rural veterans like those in St. Mary’s County included:

- Implementing a concerted outreach program to inform veterans of the transportation service available to them

- Establishing payment mechanisms with public transit providers to increase access to local transportation options
- Developing feeder systems that transport veterans from remote areas to established transportation routes that serve VA health care facilities
- Developing initiatives aimed specifically at providing transportation for homeless veterans.

Chapter 4: Assessment of Transportation Needs

INTRODUCTION

Federal Transit Administration (FTA) coordinated planning guidelines require an assessment of transportation needs for individuals with disabilities and seniors. FTA notes that this assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts.

The transportation needs assessment for the Southern Maryland region focuses on these population groups, and involves a broader approach that builds upon previous coordinated planning efforts. The overall transportation needs assessment involves:

- A regional workshop that provides a forum for stakeholders to discuss and update the transportation needs in the 2010 version of this plan
- The analysis of demographic data using current information from the U.S. Census
- Review and documentation of transportation needs from other plans and studies

This section details the results from the overall transportation needs assessment based on input from stakeholders at the regional workshop. Many transportation needs are regional in nature, and therefore the group as a whole discussed the unmet transportation needs from the 2010 version of this plan and updated the previous list. Participants broke into small groups and updated the transportation needs specific to each county in the region.

REGIONAL TRANSPORTATION NEEDS

Need for Expanded Transportation Services

Trip Purpose

- There is a need for expanded transportation options for non-medical trips, i.e. shopping, recreational, social and other quality of life trips.
- There is a need for expanded service for medical trips, including medical trips outside of the county, particularly through the MD-DC-VA Urbanized region.

Time Related

- Transportation options are limited in the early morning, evenings and weekends. There is a need for expanded services that enable mobility at these times.
- The lack of taxi services in the region limits option for same day trips and travel needs that arise on short notice.

Place/Destination

- There is a need for expanded options for long distance trips and trips outside of the county to medical facilities and services.
- Transportation options to access employment opportunities, job training, and education facilities are limited and need to be expanded.
- People who live beyond fixed route services have limited transportation options. Transportation options are needed for people who live in the more remote areas of the region.
- There is a need for expanded transportation services in rural areas and expanded hours of service so that individuals with disabilities can work in their local community.
- Greater mobility options for veterans in the region is a major need. This includes expanded transportation options for medical appointments in Washington, D.C. and at Charlotte Hall and the Community Based Outpatient Clinic (CBOC).
- There is a need for expanded options for veterans to attend classes at the College of Southern Maryland (CSM), as CSM is approved by the Department of Veterans Affairs (VA) and the Maryland Higher Education Commission so that eligible veterans, servicepersons and qualified dependents of veterans can receive VA educational benefits.

Need for Improved and Expanded Outreach, Marketing, and Education

- There is insufficient outreach/marketing of transportation services and options for customers and advocates who are unaware of the transportation services available to them. This includes outreach to people who recently lost their license and no longer drive.
- There is a need for expanded outreach efforts that provide information in alternative formats for persons with disabilities and non-English speaking persons, to utilize the Statewide 211 system for disseminating information and referrals, and use of Public Service Announcements (PSAs) and cable network services.
- In conjunction with the expanded marketing there is a need for a centralized location for customers, human service agency staff and families to gain information on available options in the region.
- There is a need for more extensive travel training efforts that help to educate potential customers in the use of available public transportation services in the region.

- On some services people may feel unsafe, so there is a need to address safety issues and to conduct outreach to help alleviate these concerns.
- There is a need to educate elected officials on the impact of public transit and human services transportation in the region and on the unmet needs that still exist.

Need for More Affordable Transportation Services

- There is a need to assess the fare structure as fares may be cost-prohibitive for people whose trips are not subsidized by a particular program or agency (i.e. Medicaid).
- While private transportation services are available in the region many people cannot afford to use them. A system that provides a subsidy to use these services is needed.

Need for Improved Coordination and Connectivity

- Currently there is limited coordination of trips between human service agencies and organizations. There is a need for improved communication between these agencies and the ability to identify possible coordination opportunities.
- While there is some connectivity between the three public transit operators in the region, there is a need for more timed transfers and a link between the systems in Calvert and Charles Counties.
- The future plans of the College of Southern Maryland will result in the need for greater connectivity with the three public transit systems in the region.

Need for Additional Funding

- There is a lack of overall funding to support the variety of transportation services that are needed in the region. There is a need to further quantify and document unmet needs and gaps in service as part of educating elected officials and potential funders.
- There is a need for additional funding for private non-profit transportation providers funded through the Developmental Disabilities Administration (DDA). Currently the rate is approximately \$10 per day for two one-way trips. This is insufficient. In order to provide adequate supports for individuals who may need four or more one way trips per day. Non-profit providers must make up the difference.

CALVERT COUNTY TRANSPORTATION NEEDS

- There is lack of knowledge about what transportation services are available and how they can be accessed. This lack of knowledge exists for riders, potential riders, their families and their advocates. Expanded outreach and education is needed.
- There is limited evening public transportation service and no service in the early morning hours or on holidays. Expanded services are needed for these timeframes.

- There are not enough lift-equipped vehicles available for service in the county. Additional accessible services are needed.
- The fares are not affordable for people whose trips are not subsidized by a particular program (i.e., Medicaid). More cost effective services are needed.
- Many people in Calvert County cannot use the transit system because they live too far from the fixed routes. Trip distances can be long with the many peninsulas and the long north-south orientation of the county. While Calvert County Public Transportation does provide demand response service in areas that are outside of the fixed route service area, they have limited capacity. Therefore there is a need for additional travel options in more remote areas of the county.
- There is a need for travel training so that people can be more comfortable using the system.
- Long distance medical trip options are limited and not affordable for those people who are not on Medicaid and there is a need for expanded transportation options for people who fall in this category.
- There is a need for more bus stops as opposed to the current to the current flag system.
- There is a need for a public transit connection with Charles County.

CHARLES COUNTY TRANSPORTATION NEEDS

- There is a need for additional and reliable transportation opportunities for work trips, as well as more convenient travel options for people who are “trip-chaining” (i.e., making a trip with several destinations and trip purposes, such as daycare/employment). Work trip gaps also included service to the Western side of the county, workers with multiple jobs (traveling from job to job) and third shift employment coverage.
- There is a need for more convenient and available transportation services in the rural areas of Charles County.
- There is a need for expanded access to information on available transportation services at community locations (i.e. library, senior centers and places of worship).
- There is a need for more funding to support specialized transportation and to support public transit to future locations (i.e. College of Southern Maryland Hughesville campus). There is also a need to address challenges with funding silos which prohibit sharing and coordination opportunities.
- There is need to address legal issues and other real or perceived barriers that prevent coordination between public providers and human service/non-profit providers.
- Travel options for impromptu trips (i.e. last minute doctor appointments, prescription pick-ups) and non-medical trips are limited. Expanded transportation resources that enable these trips are needed.

- There is a need for a public transit connection with Calvert County.
- There are safety and accessibility issues once people get off the bus. There is a need for additional sidewalks, crosswalks and shelters.
- There is a need for more flexibility of transportation services required by families and youth population to travel to jobs and family related services (i.e. therapy sessions).

ST. MARY'S COUNTY TRANSPORTATION NEEDS

- There is a communication gap between agencies concerning clients that need transportation, and therefore there is a need to improve coordination so that trips can be scheduled based on available capacity. The acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of GIS mapping, GPS technology, coordinated vehicle scheduling, dispatching and monitoring technologies, technologies to track costs and billing in a coordinated system, and single smart customer payment systems is needed.
- There is a need for additional service options for social and shopping trips, particularly for older adults.
- Information concerning services, trip options and providers are not centralized or easy to access. There is a need for expanded outreach and marketing of available transportation options.
- There is a need for expanded service for medical trips, including medical trips outside of the county (Bowie, Washington, DC, Waldorf, Baltimore and Annapolis), especially for return trips from dialysis.
- There is a need for expanded public transit availability for all trip purposes in the evenings (late shifts) and on weekends.
- Expanded demand response/specialized services are needed. This is particularly a concern for dialysis where clients are able to go to the center on public transit and often require a specialized trip for their return trip.
- There is a need for overall greater transportation service for the general public to both job training and employment sites.

Chapter 5: Demographic Analysis

INTRODUCTION

This chapter provides an analysis of future population trends in Southern Maryland, as well as an analysis of the demographics of population groups that often depend on transportation options beyond an automobile. This is coupled with input from regional stakeholders documented in the preceding chapter to provide a broad transportation needs assessment. This assessment can then be used to develop strategies, projects and services to meet identified needs and expand mobility and to generate recommendations to improve coordination within the region.

POPULATION ANALYSIS

This section examines the current population and population density within the Southern Maryland region and provides future population projections for the region.

Population

In the 2010 Census, the United States Census Bureau reported that Calvert County had a population of 88,737, Charles County had a population of 146,551, and St. Mary's County had a population of 105,151. As Table 5-1 illustrates, all of the jurisdictions have experienced steady growth from the 1990 to the 2010 Census. Charles County has experienced the most rapid growth since the 2000 Census with a 45% increase. The population of the entire region has grown by 48% over the past decade.

Table 5-1: Historical Populations

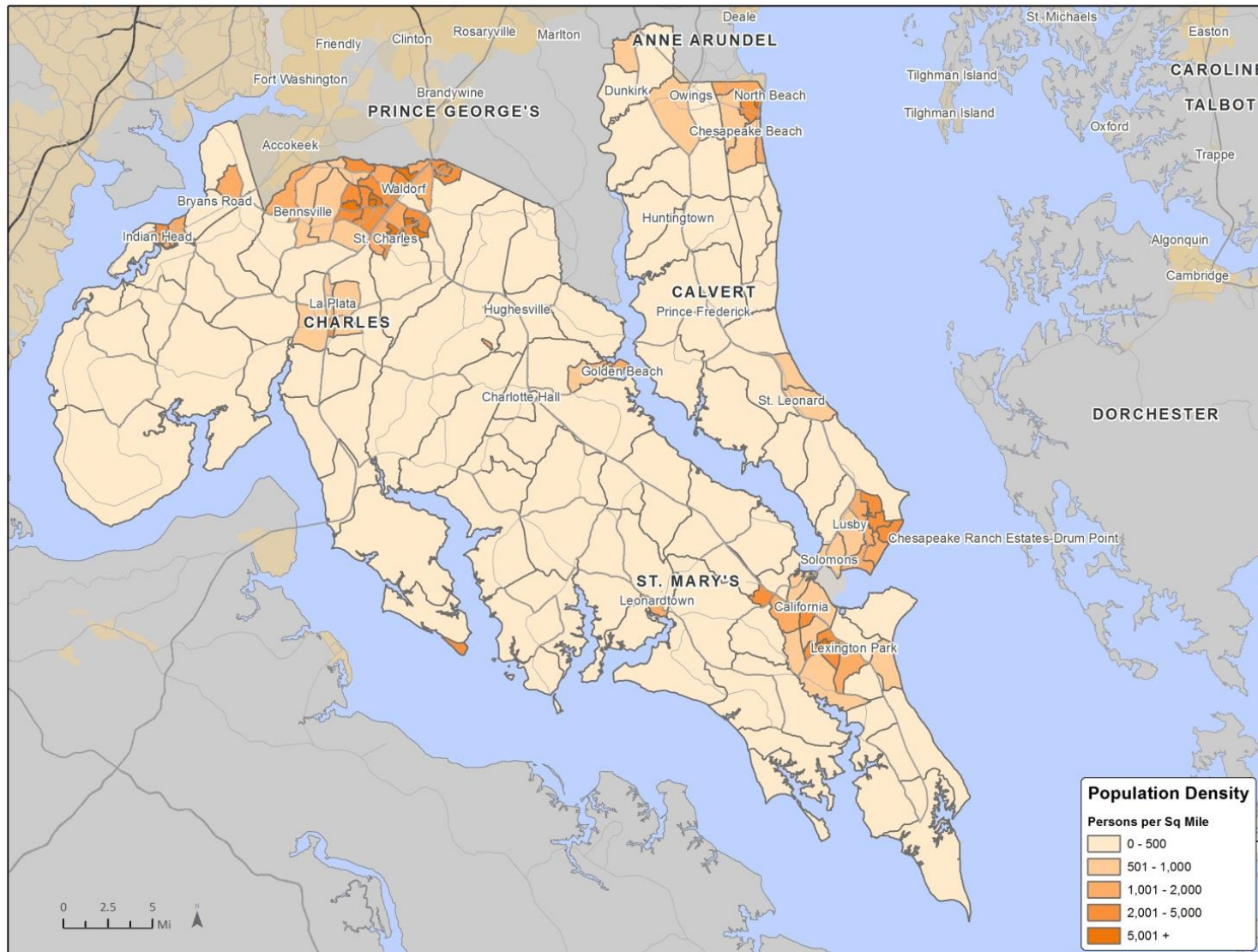
| Year | Calvert | Charles | St. Mary's | Total Service Area |
|------|---------|---------|------------|--------------------|
| 1990 | 51,372 | 101,154 | 75,974 | 228,500 |
| 2000 | 74,563 | 120,546 | 86,211 | 281,320 |
| 2010 | 88,737 | 146,551 | 105,151 | 340,439 |

Source: United States Census Bureau

Population Density

One of the most important factors in determining the level of transit service in an area is population density. The average population density for the region is 152 persons per square mile. Locations with population densities above the area average include Waldorf, St. Charles, Bryans Road, Lusby, Lexington Park, Golden Beach, Leonardtown, California, Indian Head and Bentsville. The population density for the entire region can be seen in Figure 5-1

Figure 5-1: 2010 Census Population Density



Source: United States Census Bureau

Population Forecasts

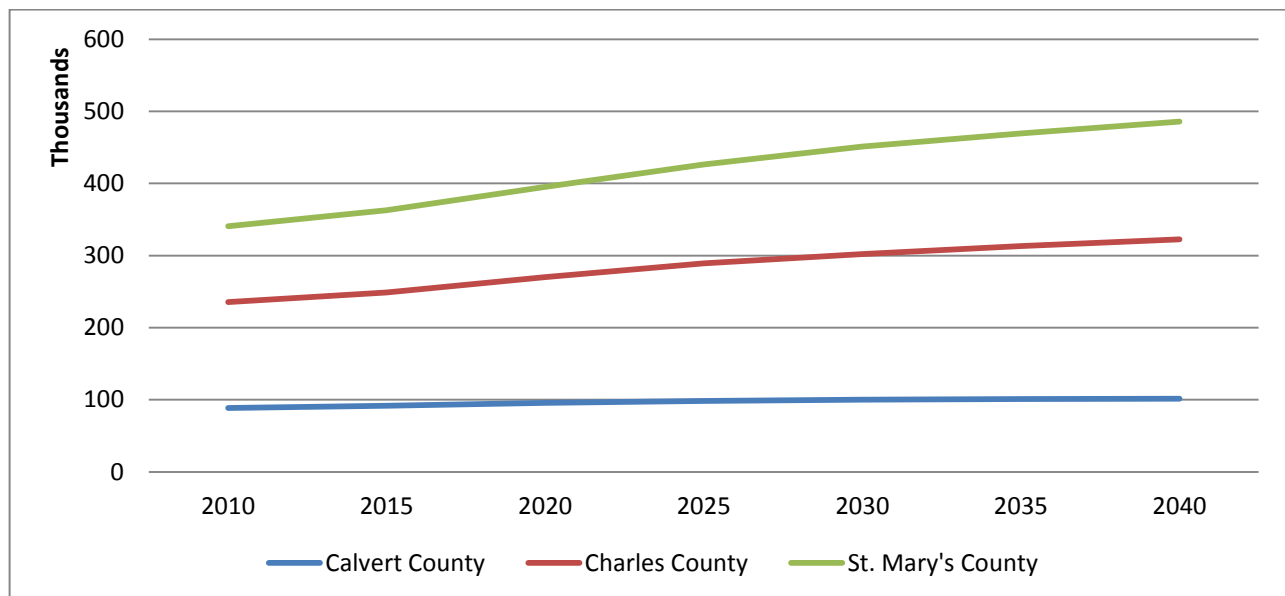
Future population forecasts for the region anticipate moderate population growth to the year 2040. The region is expected to experience just over a 24 percent growth rate during the period from 2010 to 2040; or an average annual rate of 0.82 percent. During this period, the area is expected to grow from 349,439 persons to 485,650 persons or an increase of about 145,211 persons. Table 5-2 shows the forecasted population growth and Figure 5-2 provides a visual illustration of the growth.

Table 5-2: Population Forecasts

| Year | Calvert County | Charles County | St. Mary's County | Total Service Area |
|-----------------|----------------|----------------|-------------------|--------------------|
| 2010 Population | 88,737 | 146,551 | 105,151 | 340,439 |
| 2015 Forecast | 91,650 | 157,100 | 113,900 | 362,650 |
| 2020 Forecast | 95,600 | 174,350 | 125,150 | 395,100 |
| 2025 Forecast | 98,350 | 190,650 | 137,200 | 426,200 |
| 2030 Forecast | 100,100 | 202,150 | 148,750 | 451,100 |
| 2035 Forecast | 101,050 | 212,300 | 156,150 | 469,500 |
| 2040 Forecast | 101,450 | 220,850 | 163,350 | 485,650 |

Source: Maryland Department of Planning, July 2014 Revised Projections

Figure 5-2: Future Population Growth



TRANSIT DEPENDENT POPULATIONS

Public transportation needs are defined in part by identifying the relative size and location of those segments within the general population that are most likely to be dependent on transit services. This includes individuals who may not have access to a personal vehicle or are unable to drive themselves due to age or income status. The analysis within this section draws upon data from the American Community Surveys five-year estimates (2009-2013). The results of this demographic analysis highlight those geographic areas of the service area with the greatest need for transportation.

For the purpose of developing a relative process of ranking socioeconomic need, block groups are classified relative to the service area as a whole using a five-tiered scale of “very low” to “very high.” A block group classified as “very low” can still have a significant number of potentially transit dependent persons; as “very low” means below the service area’s average. At the other end of the spectrum, “very high” means greater than twice the service area’s average. The exact specifications for each score are summarized below in Table 5-3.

Table 5-3: Relative Ranking Definitions for Transit Dependent Populations

| Amount of Vulnerable Persons or Households | Score |
|---|-----------|
| Less than and equal to the service area’s average | Very Low |
| Above the average and up to 1.33 times the average | Low |
| Above 1.33 times the average and up to 1.67 times the average | Moderate |
| Above 1.67 times the average and up to two times the average | High |
| Above two times the average | Very High |

Transit Dependence Index

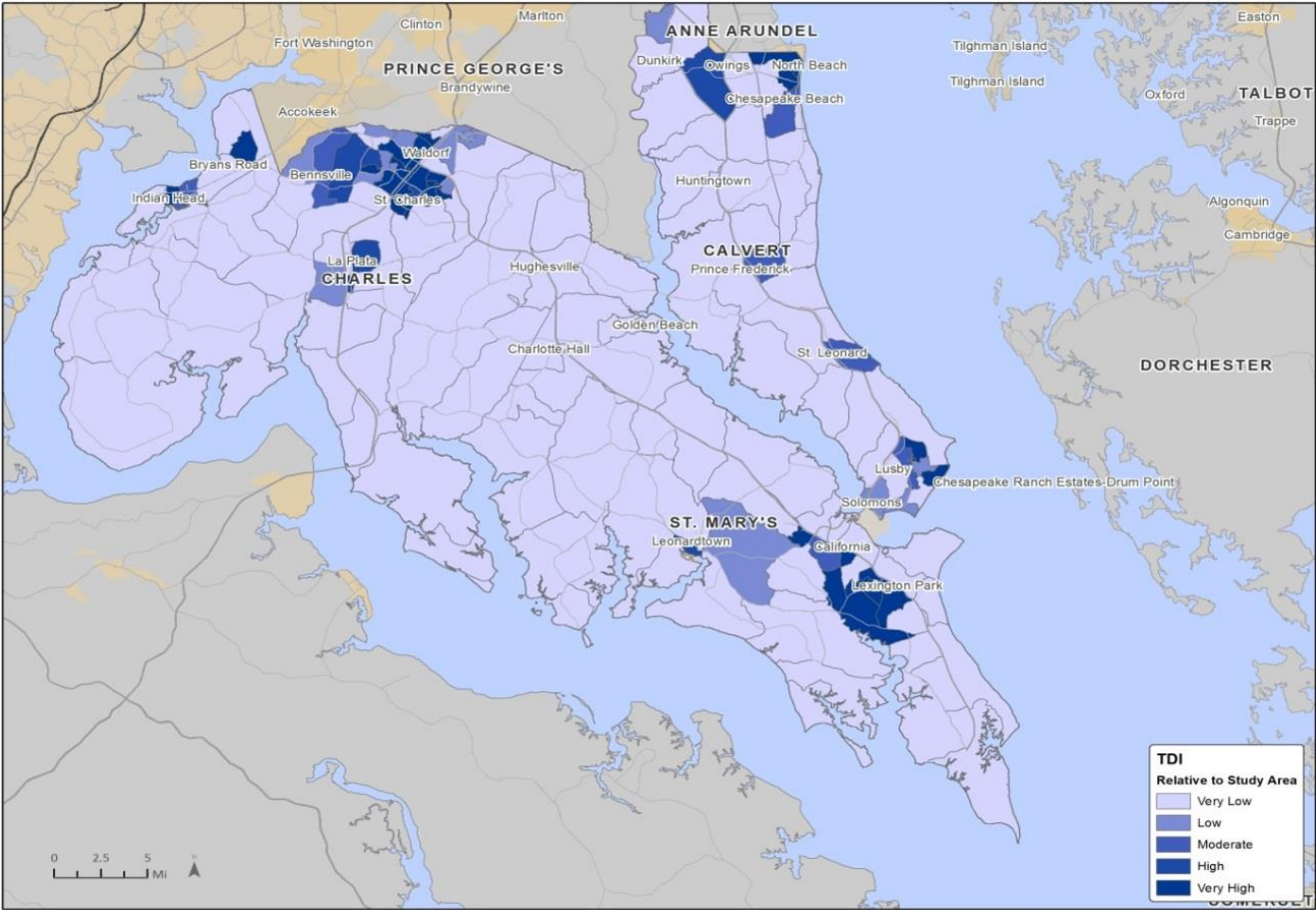
The Transit Dependence Index (TDI) is an aggregate measure of transportation need. Five factors make up the TDI calculation:

- Population Density
- Autoless Households
- Senior Populations
- Youth Populations
- Below-Poverty Populations

The factors above represent specific socioeconomic characteristics of the population in this region. For each factor, individual block groups were classified according to the prevalence of the vulnerable population relative to the planning area average. The factors were then plugged into the TDI equation to determine the relative transit dependence of each block group (very low, low, moderate, high, or very high).

The areas with a “very high” transit demand are in the northern parts of La Plata, North Beach and Chesapeake Beach, between Chaneyville and Sunderland, northeastern Prince Frederick, and the eastern parts of Lexington Park and St. Mary’s city. Figure 5-3 illustrates the concentrations of transit dependent populations.

Figure 5-3: Transit Dependence Index

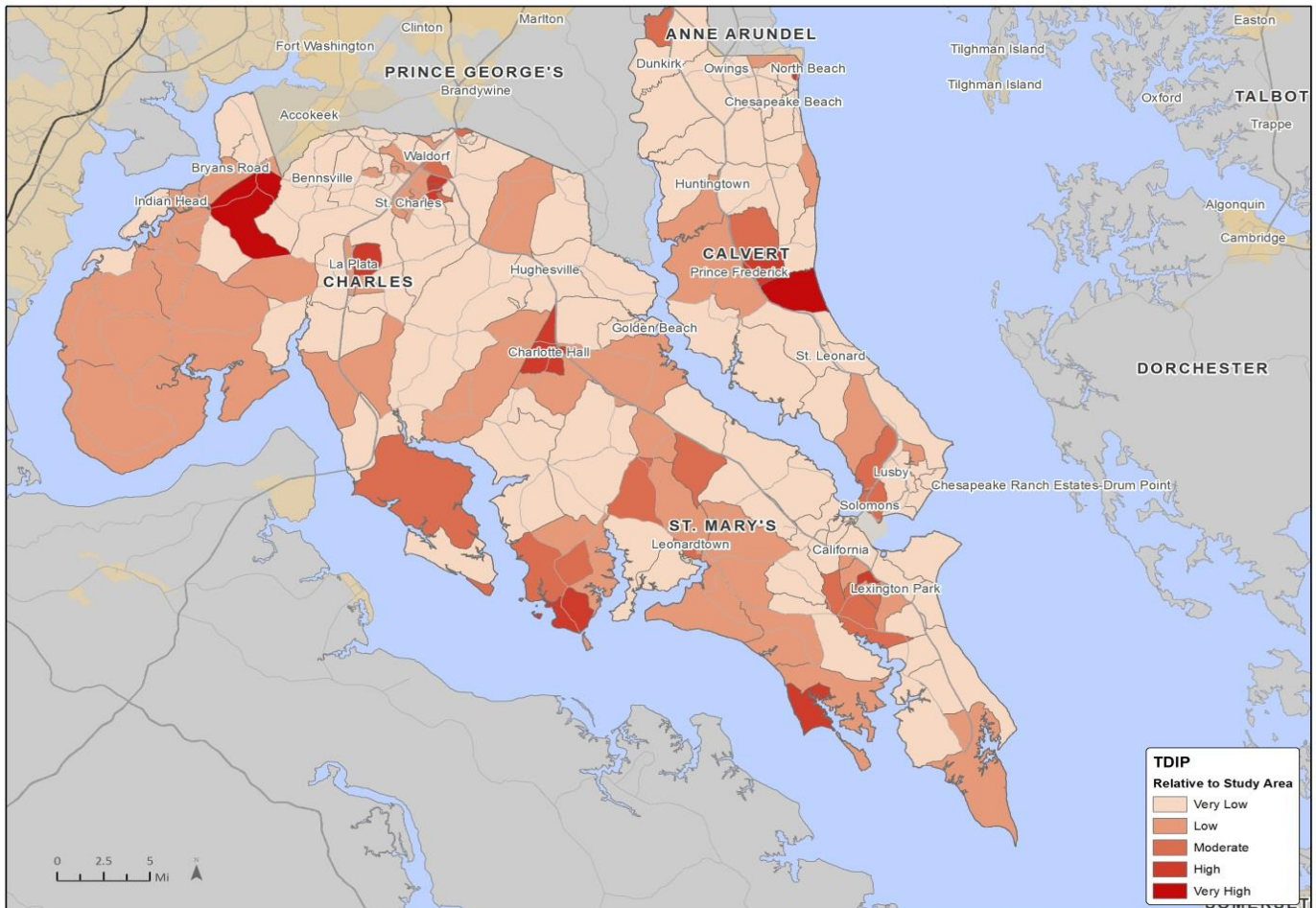


Source: American Community Survey

Transit Dependence Index Percentage

The Transit Dependence Index Percentage (TDIP) provides a complementary analysis to the TDI measure. This analysis is nearly identical to the TDI measure with the key exception of the population density factor. By removing the population density factor, the TDIP measures percentage rather than amount of vulnerability. As seen in Figure 5-4, the areas with the highest percentage of transit dependent persons are located in La Plata, south of Bryans Road and east of Indian’s Head, and Prince Frederick.

Figure 5-4: Transit Dependence Index Percentage

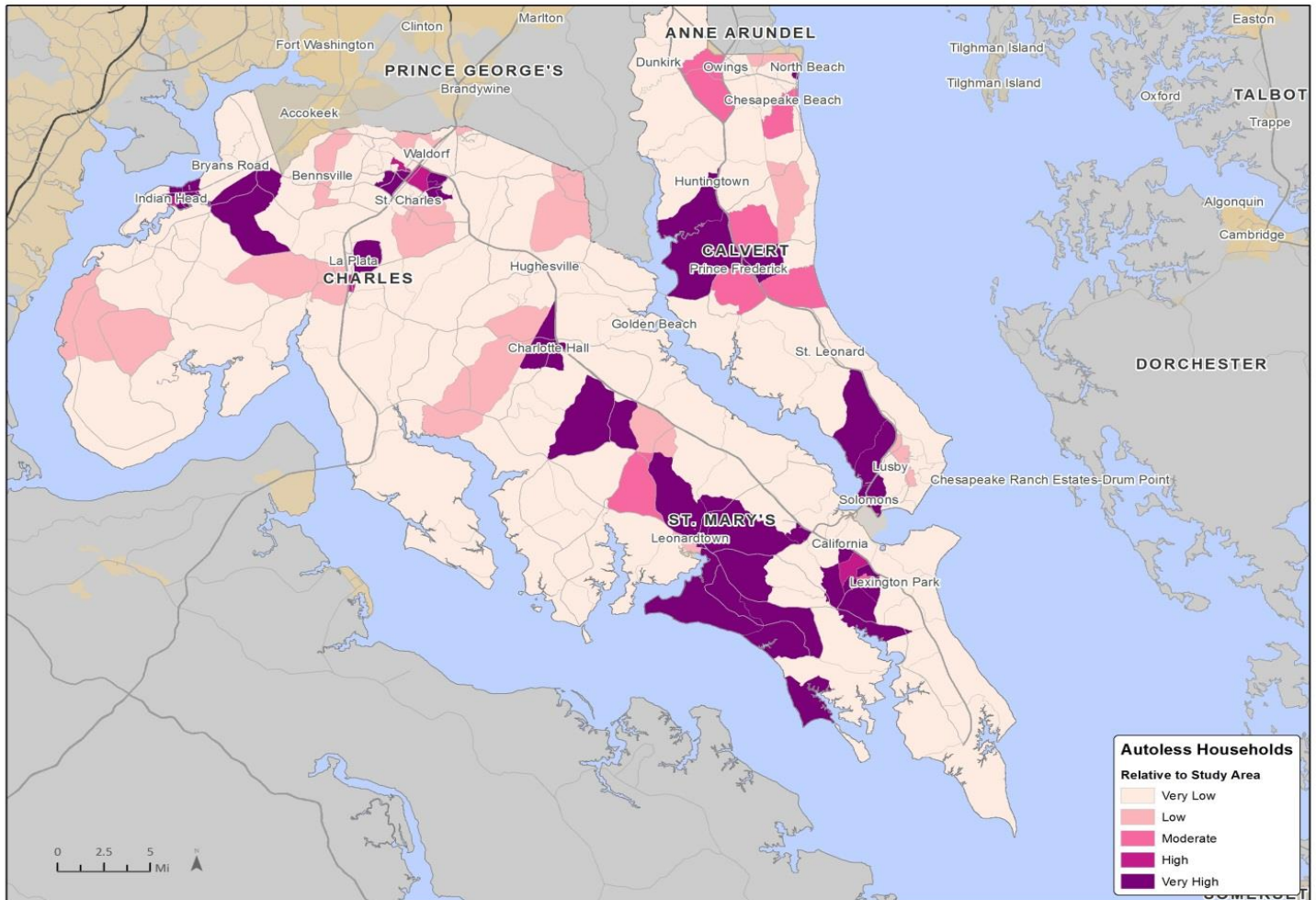


Source: American Community Survey

Autoless Households

While autoless households are reflected in both the TDI and TDIP measures, displaying this segment of the population separately is important when many land-uses are at distances too far for non-motorized travel. Households without at least one personal vehicle are more likely to depend on the mobility offered by public transit than those households with access to a car. Figure 5-5 displays the relative number of autoless households in the region. The highest concentrations occur in western parts of Lusby and Prince Frederick, Charlotte Hall Leonardtown, Lexington Park, La Plata, Indian Head and Pomonkey, Beauvue, southeastern parts of California, and southern Waldorf.

Figure 5-5: Relative Density of Autoless Households

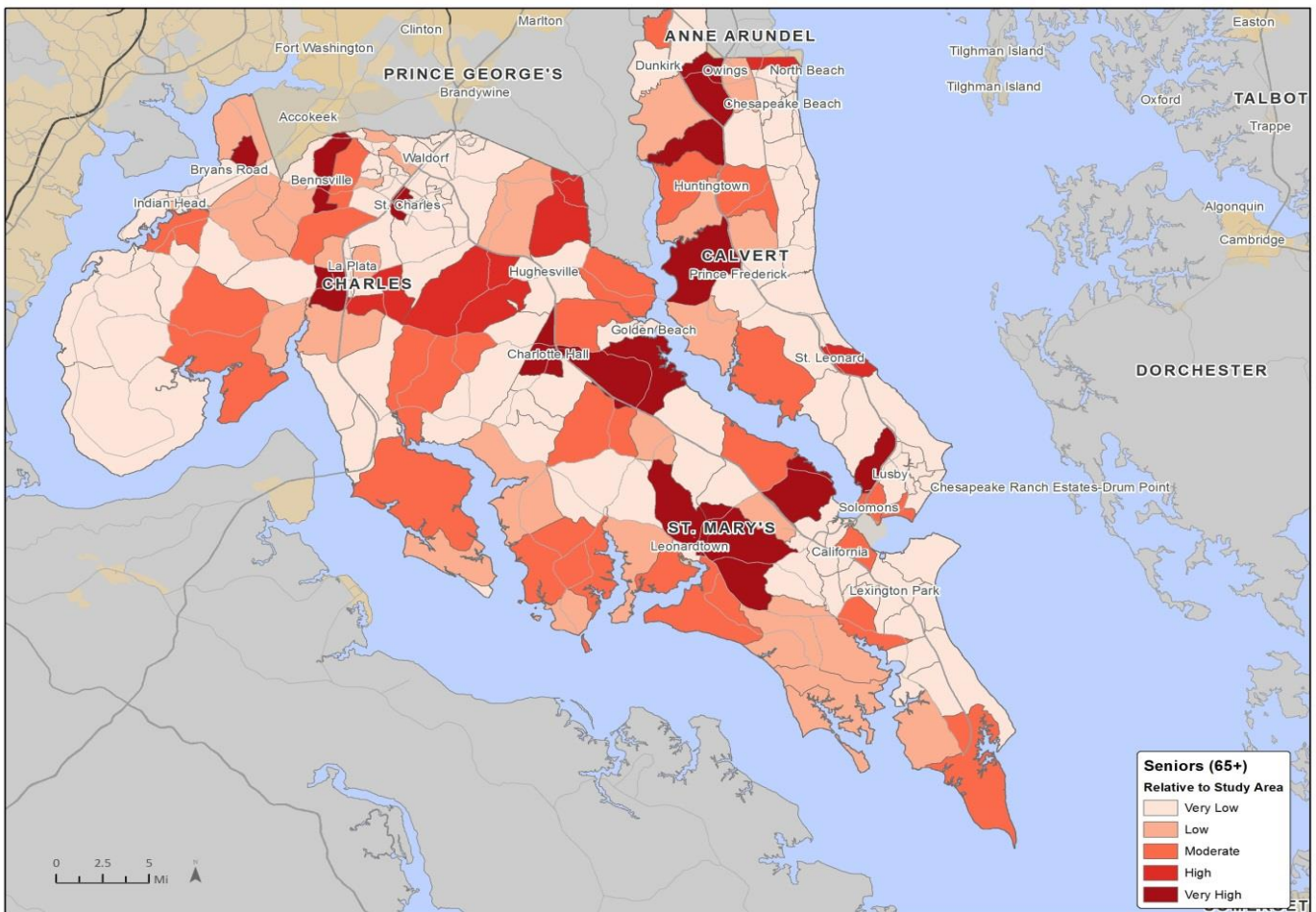


Source: American Community Survey

Senior Adult Populations

The second socioeconomic group analyzed by the TDI and TDIP indices is the senior adult population. Individuals age 65 years and older may scale back their use of personal vehicles as they age leading to a greater reliance on public transportation compared to those in other age brackets. According to the American Community Survey, over 16% of the area’s population is age 65 and older. The block groups classified as having a “very high” concentration of senior adults are located in Leonardtown, Charlotte Hall, south of Golden Beach, southeast of La Plata, parts of Bryans Road, north of Huntingtown, Owings, north and west of Solomons islands and Bennsville. Figure 5-6 shows the relative number of senior adults in the region.

Figure 5-6: Relative Density of Senior Populations

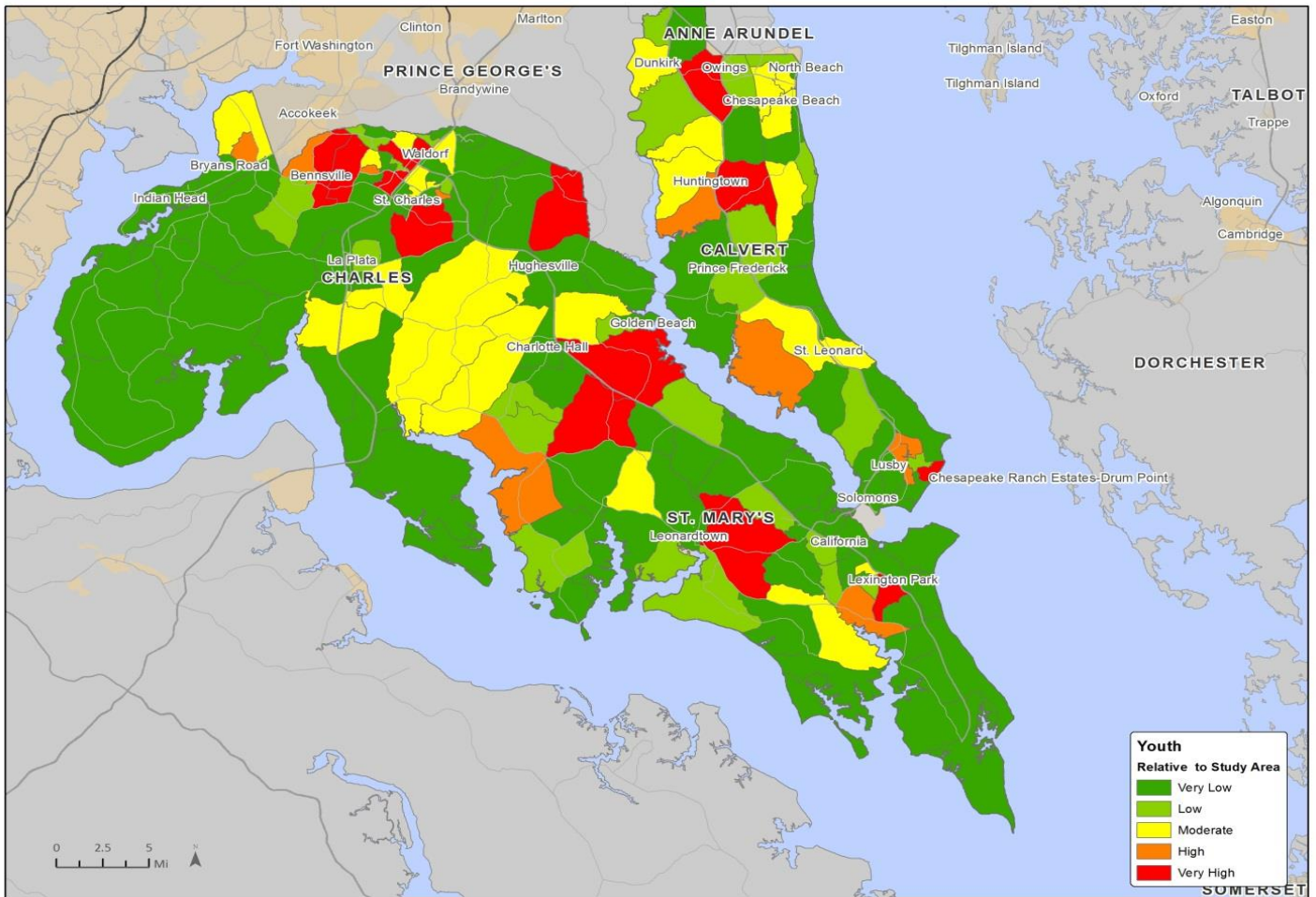


Source: American Community Survey

Youth Populations

Youths and teenagers, ages 10 to 17 years, who cannot drive or are just beginning to drive but do not have an automobile available appreciate the continued mobility from public transportation. According to the American Community Survey, approximately nine percent of the population of the service area is 10 to 17 years old. Areas with a “very high” classification of youth include the areas of Bennsville, parts of St. Charles and Waldorf, and Charlotte Hall, Leonardtown, Lexington Park, Huntingtown, Owings, and Chesapeake Ranch Estates. Figure 5-7 illustrates the areas with high concentrations of youth populations.

Figure 5-7: Relative Density of Youth Populations

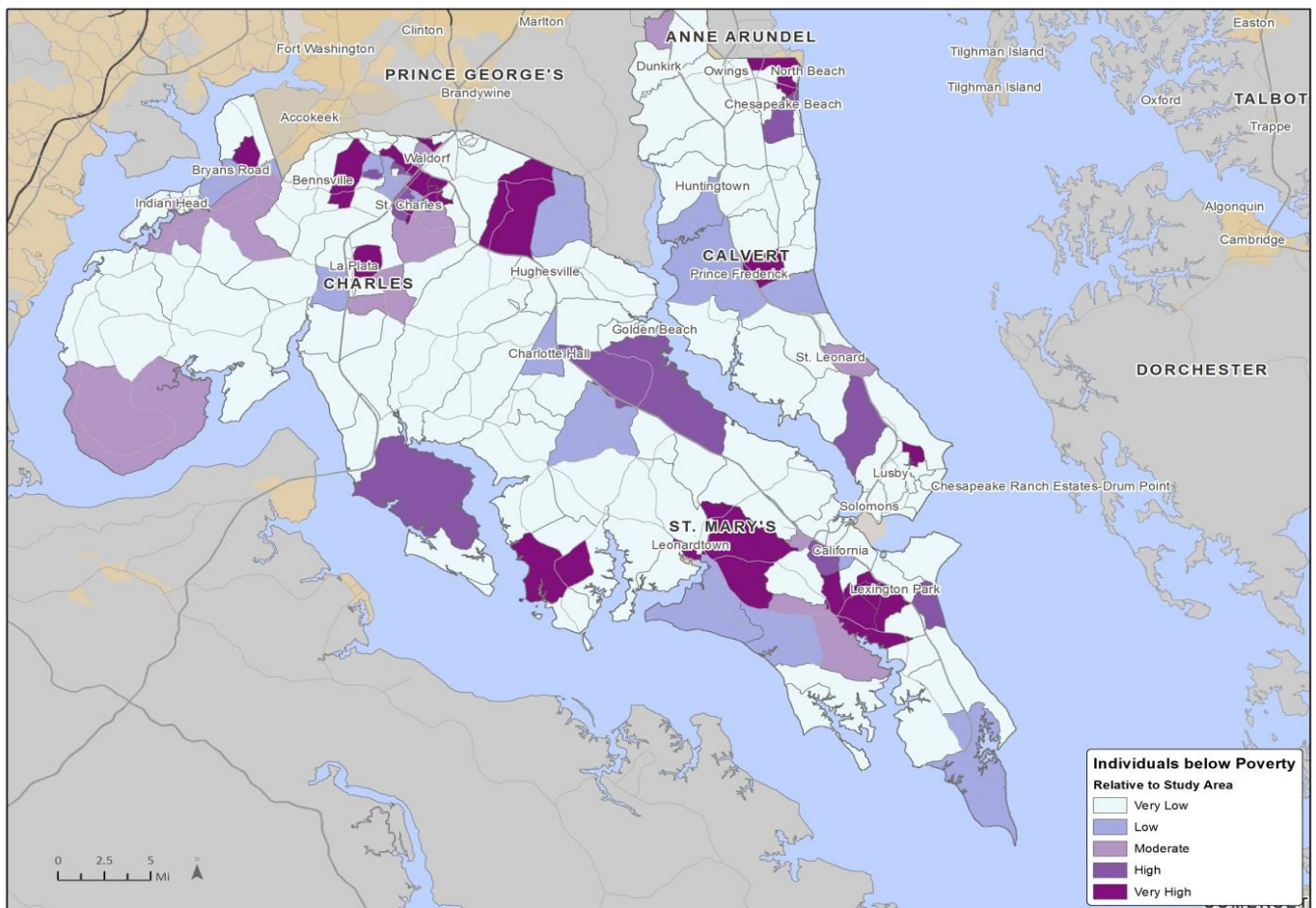


Source: American Community Survey

Below Poverty Populations

Individuals that make up the below-poverty population face financial hardships that make the ownership and maintenance of personal a personal vehicle difficult, and thus they may be more likely to depend on public transportation. According to the American Community Survey just over 14% of the region’s population is living at or below the federal poverty level. Figure 5-8 depicts the average of below-poverty individuals per block group. Block groups with above average below poverty populations are scattered throughout the region appearing in Yellowbank and Avenue, parts of Bennsville, St. Charles, Bryans Road, Leonardtown, La Plata, and North Beach, southern areas of Lexington Park, northern Lusby, and north of Hughesville.

Figure 5-8: Relative Density of Below Poverty Populations

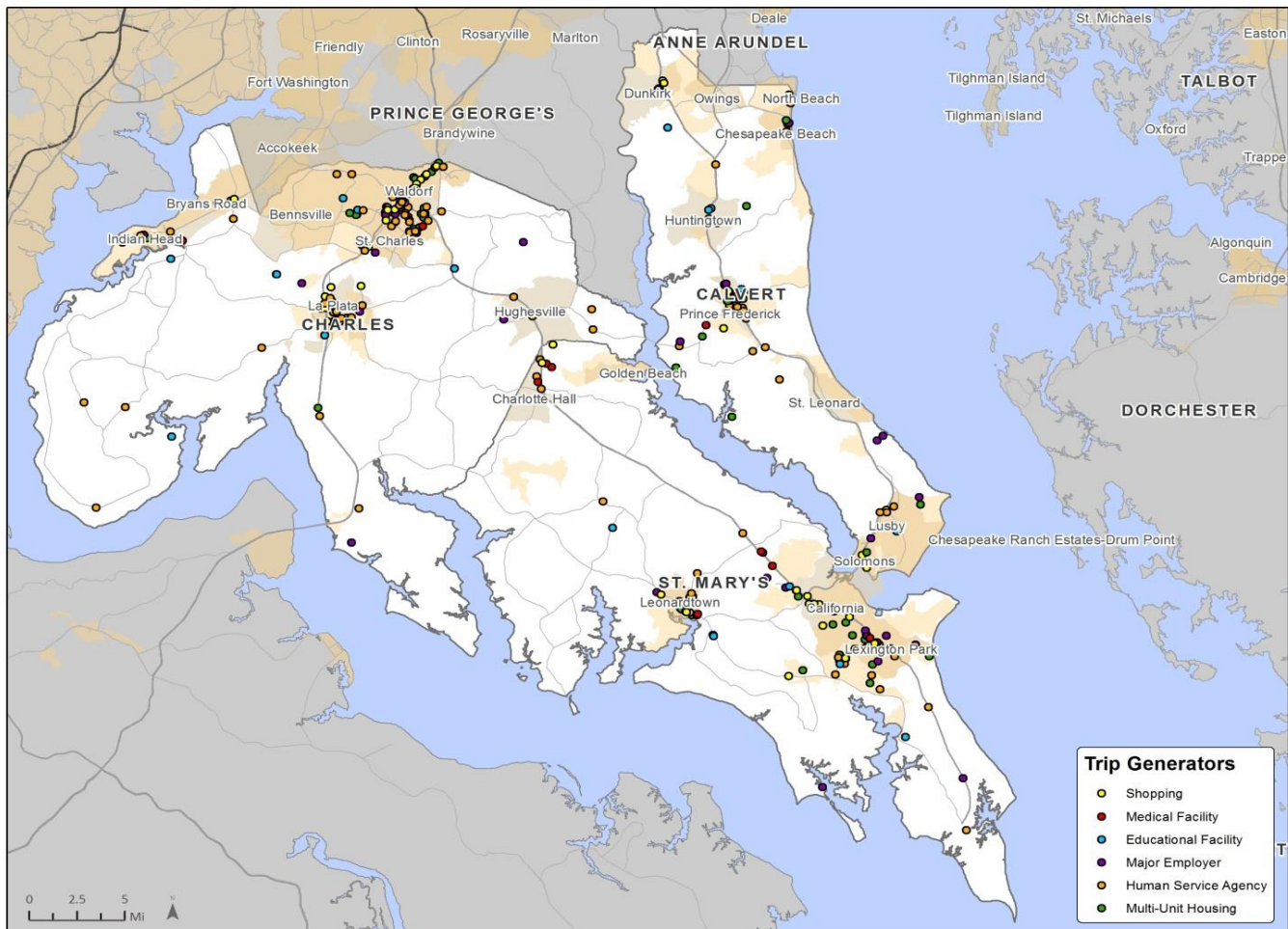


Source: American Community Survey

LAND-USE PROFILE

Identifying major land-uses in the region complements the demographic analysis by indicating where transit services may be most needed. Major land-uses are identified as origins, from which a concentrated transit demand is generated, and destinations, to which both transit dependent persons and choice riders are attracted. They include educational facilities, major employers, governmental and non-profit agencies, high-density housing complexes, major shopping destinations, and medical facilities. This section will also detail the commuting patterns and top employment destinations of area residents. Major trip generators in the region are portrayed in Figure 5-9.

Figure 5-9: Major Trip Generators



Travel Patterns

In addition to considering the region's major employers, it is also important to take into account the commuting patterns of residents and workers. As displayed in Table 5-4, St. Mary's County has the highest number of residents who work in the county at roughly 81%. Charles County has 56% of its residents working in the county while Calvert County only has 46%. The majority of residents in all three counties drive alone to work. The second most frequently used method is carpooling. Public transportation garners approximately 2 – 6% in the three counties.

Table 5-4: Journey to Work Travel Patterns

| Place of Residence | Calvert Co. | | Charles Co. | | St. Mary's Co. | |
|-------------------------------------|-------------|-----|-------------|-----|----------------|-----|
| Workers 16 years and older | 45,533 | | 74,598 | | 53,564 | |
| Location of Workplace | | | | | | |
| In State of Residence | 37,830 | 96% | 48,341 | 65% | 50,137 | 94% |
| In County of Residence | 17,490 | 46% | 26,978 | 56% | 40,458 | 81% |
| Outside County of Residence | 20,340 | 54% | 21,363 | 44% | 9,679 | 19% |
| Outside State of Residence | 7,703 | 17% | 26,257 | 35% | 3,427 | 6% |
| Means of Transportation to Work | | | | | | |
| Car, Truck, or Van - drove alone | 36,795 | 81% | 56,387 | 76% | 45,199 | 84% |
| Car, Truck, or Van - carpooled | 4,727 | 10% | 8,178 | 11% | 4,251 | 8% |
| Public Transportation | 1,455 | 3% | 4,824 | 6% | 1,146 | 2% |
| Walked | 366 | 1% | 646 | 1% | 1,046 | 2% |
| Taxicab, motorcycle, bicycle, other | 273 | 1% | 432 | 1% | 393 | 1% |
| Worked at Home | 1,917 | 4% | 2,131 | 3% | 1,529 | 3% |

Source: American Community Survey

Another source of data that provides an understanding of employee travel patterns is the United States Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) dataset. LEHD draws upon federal and state administrative data from the Census, surveys and administrative records. Table 5-5 shows the top five employment destinations for the residents of Calvert, Charles and St. Mary's Counties.

Table 5-5: Top Five Work Destinations by Percentage of Resident Workers

| Calvert Residents | | Charles Residents | | St. Mary's Residents | |
|--------------------------|----|--------------------------|-----|-----------------------------|-----|
| Destination | % | Destination | % | Destination | % |
| Chesapeake Ranch Estates | 6% | Waldorf | 17% | California | 14% |
| Chesapeake Beach Town | 3% | La Plata | 4% | Lexington | 9% |
| Huntingtown | 2% | Bensville | 3% | Chesapeake Ranch Estates | 7% |
| Waldorf | 2% | Bryans Road | 2% | Waldorf | 5% |
| California | 2% | Clinton | 1% | Baltimore | 3% |

Source: United States Census Bureau, OnTheMap Application, LEHD Origin-Destination Data

Chapter 6: Current Transportation Services and Resources

INTRODUCTION

A variety of public transit, human service transportation and private transportation services are provided in the Southern Maryland region. This section documents and describes the transportation programs and services identified. The process to identify the various transportation resources available in the region included:

- Using information from the previous coordinated transportation plan for the region
- Incorporating transportation resources identified by the Tri-County Council for Southern Maryland
- Reviewing information from the most recent Transit Development Plans (TDPs) conducted in the region
- Collecting basic descriptive and operational data from regional workshop participants through the registration process
- Obtaining input from regional stakeholders through the coordinated transportation planning process

PUBLIC TRANSIT

The following section provides information on the public transit systems that serve the Southern Maryland region.

Calvert County

Calvert County Public Transportation (CCPT)

CCPT is part of the Calvert County Department of Community Resources, and currently provides deviated fixed route, demand response and ADA paratransit service. CCPT has four main fixed routes: Dunkirk, Mid-County, North and South. There are three shuttles: Prince Frederick I, Prince Frederick II and Lusby. The shuttles are generally short and circular, while the other routes operate over longer distances, linking Prince Frederick to other communities. The North and South routes are fixed, while the rest deviate up to $\frac{3}{4}$ -mile with advanced request.

Four of the routes/shuttles operate Monday through Friday; three (North, South and Prince Frederick I) operate on Saturdays as well. Saturday service spans are from approximately 8:15 a.m. to 3 p.m. On weekdays, Prince Frederick I has the longest span, from 6:30 a.m. to 8 p.m. The other routes/shuttles vary, with the North, South, Dunkirk and Lusby running roughly between 7 a.m. and 5 p.m. and the Mid-County and Prince Frederick II running from about 8 a.m. to 3 p.m. Headways also vary, ranging from hourly (Prince Frederick Shuttle I) to almost every two hours. CCPT does not operate any routes on Sundays or holidays.

CCPT's core service (and ridership) occurs in Prince Frederick, and the system's main transfer point is the Calvert Pines Senior Center. All routes except for the Lusby Shuttle serve this location, though the transfers are not timed.

CCPT has four demand response vehicles operating Monday through Friday: 1) between Prince Frederick and destinations to the north, 2) between Prince Frederick and destinations to the south, 3) the North Beach, Chesapeake Beach, and Owings area, and 4) for clients that need transportation to dialysis. CCPT also provides paratransit service to those persons who are eligible under ADA.

MTA Commuter Bus

MTA Commuter Bus Routes 902 and 904 previously provided transportation to and from Washington, D.C. As of July 1, 2015, Routes 902 and 904 have been disbanded and replaced by five new routes:

- Route 810: Pindell to Washington D.C. While Route 810 does not actually provide service in Calvert County the route's final stop at the Pindell Park and Ride is just a few hundred yards from the Anne Arundel and Calvert County border. Route 810 provides five round trips per day with destination in Anne Arundel and Prince George's Counties and finally in Washington D.C.
- Route 820: North Beach, Prince George's Equestrian Center to Washington D.C. Route 820 makes fifteen round trips, with pickups at park and ride lots in Owings and North Beach.
- Route 830: Sunderland, Dunkirk to Washington D.C. Route 830 provides thirteen round trips, with stops at the Chesapeake Church, Dunkirk Park and Ride and the Sunderland Park and Ride.
- Route 840: St. Leonard and Prince Frederick to Washington D.C. Route 840 makes nine round trips with stops at park and rides located at the Chesapeake Church, Dunkirk, Prince Frederick, St. Leonard and Sunderland.
- Route 850: Prince Frederick and Dunkirk to Washington D.C. Route 850 makes five round trips, with stops at Park & Ride lots in Dunkirk and Prince Frederick. Inbound service from Calvert County leaves between approximately 4:30 a.m. to 9:20 a.m., and outbound service leaves D.C. from noon to 5:45 p.m.

One-way fares on MTA Commuter Bus Services range from \$4.00 to \$6.00.

Charles County

VanGO

Charles County VanGO is a countywide transportation system that provides transit services for Charles County residents. VanGO offers both fixed schedules and specialized services for individuals unable to utilize the public transportation System. The Charles County Department of Community Services administers VanGO, with a private contractor operating the service.

VanGo's public transit serves destinations such as the College of Southern Maryland, St. Charles Towne Center Mall, various employment locations, medical facilities and many shopping centers. The public transportation service operates on a fixed route schedule. Most of the routes operate Monday through Saturday from 7:00 a.m. to 10:00 p.m. hourly. The fares for an All Day Pass are \$2.00 for the general public and \$1.00 for seniors, individuals with disabilities and Medicare card holders. For a one-way trip the fare is \$1.00 for the general public and \$0.50 for seniors, individuals with disabilities and Medicare card holders. Discount ticket books are available for \$8.00.

Seniors and individuals with disabilities who are not able to use the fixed route system are able to use VanGo's Specialized Services. VanGo's specialized services include Americans with Disabilities (ADA) Transportation which operates Monday through Friday from 8:00 a.m. to 5:00 p.m. at a fare of \$1.50 each way. Personal Care Attendants can ride for free. The Demand Response service is offered to seniors age 60 and older as well as disabled individuals, Monday through Friday 8:00 a.m. to 5:00 p.m. Medical Assistance Transportation offers transportation to and from medical appointments for individuals participating in the Maryland Medical Assistance Program. Subscription service is available for individuals needing transport to dialysis centers and senior centers.

MTA Commuter Bus

The MTA operates commuter bus service in Charles County. There are six routes that serve Charles County. Routes 610 and 620 operate from Waldorf to Washington D.C. The 610 route runs weekdays from 3:45 a.m. until 7:26 p.m. Route 620 runs weekdays from 4:50 a.m. to 8:00 p.m. Route 630 operates between LaPlata/Waldorf and Washington D.C., weekdays from 4:49 a.m. to 6:58 p.m. Route 640 operates from Waldorf/Accoceek to Washington D.C., weekdays from 4:40 a.m. to 7:11 p.m. Route 650 begins in Charles County at the La Plata Park & Ride and provides access to Washington D.C. from 4:30 a.m. to 7:39 p.m. Route 705 runs between Charlotte Hall/Waldorf and Washington D.C., weekdays 4:15 a.m. to 7:39 p.m. Route 725 runs between California/Charlotte Hall and Washington D.C., weekdays from 4:00 a.m. to 7:26 p.m.

WMATA

Charles County is served by the Washington Metropolitan Area Transit Authority (WMATA) Route W19. It departs from the Naval Surface Warfare Center main gate and arrives at the Southern Avenue Metro Station in Prince George's County, Monday through Friday. Service is available between 4:29 a.m. to 6:22 p.m.

St. Mary's County

St. Mary's Transit Services (STS)

St. Mary's Transit Services (STS) provides local public transportation in St. Mary's County. STS is operated by the county's Department of Public Works and Transportation. STS operates fixed routes and ADA paratransit service which deviates from the fixed routes by $\frac{3}{4}$ -mile.

Service operates Monday through Friday, between 6:00 a.m. and 6:00 or 6:30 p.m. on all routes, with extended weekday hours until 11:00 p.m. between California and Great Mills, and from Leonardtown to Charlotte Hall. Weekend service is provided with minor changes in the routes in the California to Great Mills area, which operates on Saturdays from 6:00 a.m. until 11:00 p.m. and on Sundays from 6:00 a.m. until 8:00 p.m. Two additional routes, the Northern Route and Southern Route, provide Saturday service from 6:00 a.m. until 6:00 p.m. St. Mary's Transit System operates demand response routes for senior citizens and persons with disabilities and the St. Mary's County Nutrition Centers, Monday through Friday, 7:00 a.m. to 5:00 p.m. throughout St. Mary's County for shopping trips, medical trips and other visits.

MTA Commuter Bus

Route 705 begins in St Mary's County at the Charlotte Hall Shopping Center and provides access to Washington D.C. between 4:15 a.m. and 8:12 p.m. Route 715 starts in St Mary's County at the Golden Beach Park & Ride and provides commuters with access to Washington D.C. Route 725 provides commuter service from California and Charlotte Hall to Washington D.C. Its weekday peak service is from 7:26 a.m. to 7:43 p.m. Route 735 has two stops in St. Mary's County, Golden Beach Park & Ride and Charlotte Hall Shopping Center; its peak weekday service is from 4:20 a.m.

NON-PROFIT AND HUMAN SERVICE TRANSPORTATION PROVIDERS

Various specialized transportation programs are offered by non-profit and human service agencies in the region. This transportation is typically provided only to agency clients and for specific trip purpose, generally either medical, employment, or to access agency locations. The following section provides an overview of the primary human services agencies that provide transportation in the Southern Maryland region:

- **Abilities Network** – Based in La Plata and serving all of Southern Maryland. Transportation and travel training is provided for agency clients in a program under independent living services.
- **Adult Day Care of Calvert County** – Services are provided to seniors, 55 and older, or disabled adults, eighteen and older. Adult Day Care of Calvert County is designed to enhance the physical, social, and emotional well-being of adults who need some help with their daily living and/or who have the potential for being alone for a good part of the day. Transportation services are operated directly with two vehicles, providing approximately 1,000 trips annually.

- **ARC of Southern Maryland** – Provides supported living services for adults with intellectual and developmental disabilities that live independently. The ARC is based in Prince Frederick with offices in Charles and St. Mary’s Counties which serve the entire southern Maryland region. The ARC’s services include the identification of transportation options and transportation for groceries, medical appointments, and other necessities.
- **Bay Community Support Services** – Provides subscription transportation service for intellectually and developmentally disabled individuals that participate in their residential, day, and vocational programs.
- **Calvert County Department of Social Services** - Operates and purchases transportation services to support low income individuals in the County.
- **Calvert County Health Department** – Provides the Medical Assistance Transportation Program that assists County residents who have a valid Medical Assistance card and need help in arranging transportation to planned medical appointments. Transportation is limited to medical services in Calvert County or hospital clinics in Washington, D.C or Baltimore.
- **The Center for Life Enrichment** – Provides day programs, work training programs, supported employment, and transportation for individuals with disabilities, people with low income, and veterans. The Center currently serves about 300 adults in St. Mary's and Calvert Counties. Transportation services are operated with 51 vehicles, providing approximately 100,000 trips per year. These trips are primarily for employment, as well as trips to medical appointments and to and from the Center itself. Fourteen routes with two to four runs per day are concentrated in Lexington Park and Leonardtown. The routes are tailored to clients’ changing employment needs.
- **Charles County Freedom Landing** - Provides subscription transportation service for adults with persistent emotional disorders that participate in their residential, day, and vocational programs.
- **Charlotte Hall Community Based Outpatient Clinic (CBOC)** - Provides a variety of medical services for veterans living in Southern Maryland. CBOC is a division of the Washington DC VA Medical Center through the US Department of Veterans Affairs. The clinic currently operates on the campus of the Charlotte Hall Veterans Home, Monday through Friday, 8:00 a.m. to 4:30 p.m. CBOC provides transportation for its clients to the Washington DC VA Medical Center on Tuesdays and Thursdays, leaving the CBOC parking lot at 6:30 a.m. and returning in the afternoon. CBOC will also arrange for wheelchair-bound veterans to be picked up at their homes and transported to DC on a more flexible schedule. Disabled American Veterans (DAV) volunteer drivers are also a source of some trips to DC.
- **Charlotte Hall Veterans Home** - The Charlotte Hall Veterans Home is a 456-bed nursing and assisted living facility operated by HMR Veterans Services, Inc. and funded through the Maryland Department of Veterans Affairs. The Veterans Home provides transportation for the approximately 420 veterans living on-site. Two vans and six buses

accommodate both medical trips and trips for special events and errands. The medical trips are region-wide, including two round trips per day to the VA Medical Center in DC. The Veterans Home usually provides two local (in-County) round trips per day for medical purposes, while the Activities Department provides regular trips for local errands (like Walmart) and less frequent trips for special outings (Dover Downs, Skyline Drive, etc).

- **Chesapeake Shores Nursing Home** - Chesapeake Shores is a 123-bed nursing facility located on Great Mills Road in Lexington Park. The facility provides daily transportation for its residents for various appointments, averaging about 2,400 trips per year.
- **EPIC SMVI** - EPIC-SMVI, formerly known as Southern Maryland Vocational Industries is a not-for-profit organization that provides an array of support services for people with intellectual challenges. EPIC-SMVI provides some transportation services as well as day activities, work activities, and support for disabled individuals in the community and in the home. Services are primarily provided in Prince George's County, though they provide limited service in Charles County.
- **Lifestyles, Inc.** - LifeStyles, Inc. is a non-profit organization whose goal is to provide affordable, accessible service, activities and goods to support and encourage individuals, families, and community development. LifeStyles offers options designed to meet the needs of transportation-disadvantaged populations including the elderly, disabled persons and those with lower income. Individuals have different needs and may require a set of different services depending on their abilities, their environment, and the options available in their community. LifeStyles operate three main programs in their transportation services: "Job Ready," "Senior Rides," and the "Summer Meals" programs. LifeStyles also provides other gap-filling transportation services, to include fuel vouchers, and in coordination with other agencies, assist with vehicle repairs to maintain a households' self-sufficiency.
- **Melwood** - Melwood is a nonprofit organization that serves people with intellectual and developmental disabilities. The agency provides services to more than 2,100 people in the greater Washington, D.C. area, including Charles County. Melwood's services include job training, employment, housing, and recreation. In Charles County, Melwood operates a training center at an inclusive camp for people with and without disabilities.
- **New Horizons Supported Services, Inc. (NHSSI)** - NHSSI is a nonprofit organization providing support services for individuals with developmental disabilities. NHSSI is based in Upper Marlboro, providing services in Charles County as well as Anne Arundel, Calvert, Montgomery, and Prince George's Counties. The agency has several programs that provide a wide array of services, including center-based vocational training, support services in the community, employment development services, and supported employment job coaching. NHSSI operates a transportation department to allow agency clients to participate in the various programs, Vehicles operate during peak periods, and off-peak as needed between residences, NHSSI, and other locations. Schedules are designed to facilitate the needs of the caregivers, as well as to facilitate safe, reliable, and predictable transport.
- **Partners in Care of Calvert County** - Helps seniors to age independently in their own homes. The organization provides a time exchange program which promotes senior

neighbors helping senior neighbors, providing transportation to doctors' appointments, bank, grocery shopping, errands etc. Drivers offer door-to-door service and additional assistance as needed.

- **Pathways, Inc.** - With locations in Hollywood, Charlotte Hall, and Waldorf, Pathways, Inc. is a private non-profit serving adults with physical and mental disabilities. The agency runs a rehabilitation program with residential, case management, and vocational services for approximately 250 clients per year, as well as a clinical services program for about 1,000 clients per year. Pathways provides client transportation for those who live beyond STS routes, taking individuals from their homes to and from the day program and to other destinations like doctors' offices and grocery stores. Pathways also purchases tickets and monthly passes from STS for its day program participants.
- **Sagepoint Senior Living Services** - Located in La Plata, Sagepoint Senior Living Services is a non-profit organization that provides Long Term Care, Rehabilitation, Assisted Living, Assisted Living Memory Care and Adult Day Services.
- **St. Mary's County Department of Aging and Human Services** - The St. Mary's County Department of Aging has an agreement with STS to provide transportation to and from the County's three Senior Centers. In addition, the Department has operated the Senior Rides program through which volunteer drivers transport income-eligible County residents 60 years and over.
- **St. Mary's County Health Department** - The St. Mary's County Health Department provides non-emergency medical transportation for Medicaid eligible County residents. It utilizes department vehicles, gas vouchers, ambulance and taxi services, and STS bus tickets. The Health Department serves roughly 250 individuals per month.
- **St. Mary's Adult Medical Day Care** - Formerly part of the St. Mary's County Department of Aging, St. Mary's Adult Medical Day Care has been operated by the private non-profit El Shaddai Health Care since July 2010. The program provides participants with transportation to and from the Center and to doctors' appointments with five wheelchair equipped vans. The vans follow set routes, picking participants up at their homes.
- **St. Mary's Nursing Center** - St. Mary's Nursing Center is a 160-bed facility located in Leonardtown adjacent to St. Mary's Hospital and the County Health Department. The Nursing Center provides transportation for its residents to medical appointments and other activity program outings.
- **Southern Maryland Tri-County Community Action Committee (SMTCCAC)** - SMTCCAC is a private non-profit organization providing a variety of self-sufficiency services for people with lower incomes in Charles County, as well as residents of Calvert and St. Mary's Counties. SMTCCAC has been a recipient of MTA Section 5310 Program capital funds for vehicle acquisition. Services include health services, job training, home energy assistance, housing assistance and a Head Start program.
- **Spring Dell Center** - Spring Dell Center provides subscription transportation service for intellectually and developmentally disabled individuals that participate in their

Residential, Day and Vocational programs. The Spring Dell Center has been a recipient of MTA Section 5310 Program capital funds for vehicle acquisition. The agency encourages the people they serve to arrange their daily transportation through community supports and to explore all other transportation options before Spring Dell Center provides transportation services. Individuals may be provided round trip transportation between their homes and community jobs.

- **Southern Maryland Community Network** – Assists individuals in the community who have been diagnosed with severe and persistent mental illnesses. The Southern Maryland Community Network offers around the clock, flexible, individuals services to program clients including transportation and daily living skills.

PRIVATE TRANSPORTATION PROVIDERS

Taxi Providers

Using the web site, www.switchboard.com, the following taxi services were identified.

Calvert County

- **Checker Taxi Cab** in North Beach operates from 6 a.m. until midnight and by appointment during hours outside of the normal operating hours.
- **Calvert Taxi** is located in Huntington.
- **Carl's Cab Service** in Dunkirk operates by appointment only. They provide transportation mostly to the airports, bus, or train stations. Fares are dependent upon destination and origin.

Charles County

- **Allens Cab & Courier Service** is located in White Plains.
- **Charles Cab LLC** is located in Waldorf.
- **Alam Taxi & Cab Service**
- **Waldorf Cab Co.** is located in Waldorf and operates Monday through Sunday 24 hours a day. They provide various services including Medicaid transportation services, performance transportation services, shuttle bus service, taxi service, and airport transportation.

St. Mary's County

- **Southern Maryland Cab** is located in Lexington Park.
- **Chesapeake Cab Service** in Lexington Park operates services in St. Mary's County as well as in Solomons and Lusby in Calvert County.

- **Courtesy Cab** is located in Lexington Park.

Private Providers

- **Smart Ride** operates out of Prince Frederick and provides full service transportation within Calvert County. A one-way trip to either airport is \$95. Fares for local trips are based on mileage. Local trips must have both their origin and destination in Calvert County. A trip less than five miles costs \$10. A trip between six and ten miles costs \$13. A trip between 11 and 15 miles costs \$17, and a trip between 16 and 20 miles costs \$19.
- **Stephens Limo Service, LLC** is based in White Plains. Stephens Limo offers service 24 hours a day, seven days a week. They offer door-to-door service for \$65 per hour. They frequently transport passengers to medical appointments and employment sites in and beyond Charles County. They operate seven vehicles. The owner is interested in procuring a lift-equipped vehicle, but is financially unable to do so at this time. Stephens Limo Service is interested in coordination in any way possible in order to provide cheaper services to clients
- **Martin's Airport Shuttle Holiday Inn Waldorf**
- **Patriot Medical Transport Services, LLC** operates out of St. Mary's County and provides medical transportation that includes; facility to facility, Residence to doctors appointments, and ambulance transportation. Patriot Medical Transportation Services also provides transportation to and from airports, special needs to weddings, family events, etc., and long distance transfers.

COMMUTER ASSISTANCE

Regional Ridesharing Program

The Tri-County Council of Southern Maryland administers the Regional Ridesharing Program of Southern Maryland. This program assists Southern Maryland residents and those employed in the Region to commute to work using carpool, vanpool or commuter express bus services. The Regional Ridesharing Program offers a free, comprehensive, computerized commuter match-list through their Commuter Connections Database to help connect commuters in touch with the most convenient transit options or other commuters going your way. The program also provides information on commuter bus schedules, rates and other transportation services for the Region, and commuting to Washington, D.C., Northern Virginia, and Suburban Maryland areas.

Park-and-Ride Facilities

TCCSMD provided the following quick guide to the MTA/State Highway Administration (SHA)/Private/and County park-and-ride lots in the Southern Maryland Region.

Regional Overview

Calvert: 9 lots / total # Parking spaces 1462 / Free Parking / MTA Transit Stops: 6
Charles: 10 lots / total # Parking spaces 4105 / Free Parking / MTA Transit Stops: 9
St Mary's: 7 lots / total # Parking spaces 1318 / Free Parking / MTA Transit Stops: 3

Notes:

- *Most Park and Ride Lots in all three counties are also served by their local transit systems.*
- *One Lot in PG County does not reflect numbers in Charles Co. parking Spaces, but is served by buses coming out of Charles County.*

Calvert County

Location: MD 765@ MD 497(Lusby)
SHA
Spaces: 16
Bus Service: Car/Vanpool only

Location: Solomons Island Road (Sunderland / Chesapeake Church)
MTA/Private
Spaces: 52
Bus Service: MTA 830

Location: MD 2/4 @ Ball Road (St. Leonard / Crossroad Church)
MTA/SHA
Spaces: 91
Bus Service: MTA 840

Location: MD 231@Fairgrounds (Barstow)
SHA
Spaces: 20
Bus Service: Car/Vanpool only

Location: MD 2/4 @MD 524 (Huntingtown)
SHA
Spaces: 35
Bus Service: Car/Vanpool only

Location: MD 2/4 @MD 262 (Sunderland)
SHA
Spaces: 98
Bus Service: MTA 830

Location: Fairgrounds road @ Armory Road @MD 262 (Prince Frederick)
MTA/County
Spaces: 550
Bus Service: MTA 840 & 850

Location: MD 4 @ Town Center Blvd (Dunkirk)
MTA/County
Spaces: 500
Bus Service: MTA 830 & 850

Location: Municipal Lot @ 5th Street & Chesapeake Ave (North Beach)
MTA/North Beach
Spaces: 100
Bus Service: MTA 820

Charles County

Location: Prince George's - MD 210@MD 373 (Accokeek)
MTA
Spaces: 489
Bus Service: MTA W19, 640 & 650

Location: US 301@ MD 225 (La Plata Armory)
SHA
Spaces: 19
Bus Service: Car/Vanpool only

Location: Mattawoman/Beantown Road (Waldorf)
SHA
Spaces: 826
Bus Service: MTA 705 & 715

Location: Southern Maryland Blue Crab Stadium (St. Charles)
MTA/Private
Spaces: 800
Bus Service: MTA 640 & 735

Location: Washington Ave. (La Plata)
MTA/Town of La Plata
Spaces: 277
Bus Service: MTA 603 & 650

Location: U.S. 301 (South Potomac Church / White Plains)
MTA/Private
Spaces: 200
Bus Service: MTA 630 & 650

Location: U.S. 301 @ Smallwood (Waldorf)
MTA/County
Spaces: 425
Bus Service: MTA 610 & 620

Location: St. Charles Town Mall (JC Penny)
MTA/Private
Spaces: 254
Bus Service: MTA 620

Location: Waldorf Park & Ride (Old Washington Rd & Smallwood)
MTA/Private
Spaces: 500
Bus Service: MTA 610 & 620

Location: St. Charles Town Mall (CitiTrends)
MTA/Private
Spaces: 190
Bus Service: MTA 630

Location: Smallwood Village Center (St. Charles)
MTA/Private
Spaces: 125
Bus Service: MTA 640

St Mary's County

Location: MD 5 @MD 235 (Mechanicsville)
SHA
Spaces: 31
Bus Service: Car/Vanpool only

Location: MD 234@ MD 242(Clements)
SHA
Spaces: 17
Bus Service: Car/Vanpool only

Location: Point Lookout Road (Leonardtwn)
County/STS
Spaces: 20
Bus Service: STS Transit & Car/Vanpool only

Location: Route 235 @ Tulagi Place (Lexington Park)
County/STS
Spaces: 50
Bus Service: STS Transit & Car/Vanpool only

Location: Route 235 @ Air Port Road (Airport in California)
Private/County
Spaces: 100
Bus Service: MTA 725

Location: Route 5 (Charlotte Hall Shopping Center)
Private/MTA/STS
Spaces: 600
Bus Service: MTA 705

Location: Route 5 @ Golden Beach Road (Charlotte Hall)
MTA/County
Spaces: 500
Bus Service: MTA 715 , 725 & 735

Chapter 7: Prioritized Strategies

INTRODUCTION

A key element required in the coordinated transportation plan involves strategies, activities, and/or projects that address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery. As noted in the FTA coordinated transportation planning guidance, priorities based on resources (from multiple program sources), time and feasibility for implementing specific strategies and/or activities must be identified.

This section provides a prioritized list of strategies for the Southern Maryland Region based on local stakeholder review and input. This list built upon the ones included in the previous coordinated plan, and were initially updated to reflect needs identified by the group at the regional workshop discussed in Chapter 2. The updated list of strategies was then discussed with regional stakeholders at a May 11, 2015 meeting, and subsequently updated and prioritized based on their input. Regional stakeholders agreed that this list would be grouped by strategies that were higher priorities, ones that were a medium priority, and strategies that were a lower priority.

GOALS/STRATEGIES

The development of potential strategies took into account overall goals for maintaining and improving mobility in the region. While many of the strategies are interrelated, for consideration by regional stakeholders, the proposed strategies were grouped by these goals. The prioritized list with a description of each potential strategy is provided in the next section.

Goal: Maintain existing services through appropriate operating and capital funding

Strategies

- Continue to support capital projects that are planned, designed and carried out to meet the specific needs of seniors and individuals with disabilities
- Maintain services that are effectively meeting identified transportation needs in the region
- Acquire vehicles more suitable for remote areas of the region

Goal: Ensure customers are aware of existing transportation options and can use these services effectively

Strategies

- Expand outreach and information on available transportation options in the region, including establishment of a single point of access
- Establish or expand programs that train customers, human service agency staff and medical facility personnel in the use and availability of transportation services

Goal: Expand public transportation options in the region

Strategy

- Support recommendations to improve public transportation identified through detailed transit development plans conducted in the region

Goal: Expand specialized transportation services for people who are unable to use or access public transit services

Strategy

- Use current human services and specialized transportation services to provide additional trips, especially for older adults and people with disabilities.

Goal: Consider a broader variety of transportation services that target specific needs identified through the coordinated transportation planning process

Strategies

- Build upon current volunteer driver programs to expand more specialized and one-to-one transportation services
- Expand access to private transportation services
- Expand Transportation Demand Management (TDM) programs
- Consider and implement vehicle repair programs

Goal: Secure additional funding and resources to support community transportation services

Strategies

- Develop additional partnerships and identify new funding sources to support public transit and human service transportation
- Advocate for additional funding to support public transit and human service transportation

Goal: Improve coordination and connectivity in the region

Strategies

- Improve coordination between transportation providers
- Improve connectivity between land use planning and community transportation services

HIGH PRIORITIES

Continue to Support Capital Projects that are Planned, Designed and Carried Out to Meet the Specific Needs of Seniors and Individuals with Disabilities

Maintaining and building upon current capital infrastructure in the region is crucial to expanding mobility options, especially for older adults, people with disabilities, veterans and people with lower incomes. Before the region can consider efforts for improving mobility for these population groups it is critical to ensure that the current foundation of services remains in place through a sufficient capital network.

This strategy involves acquisition of replacement buses or vans, vehicle rehabilitation or overhaul, and other appropriate vehicle equipment improvements that support the current capital infrastructure in the region, especially for non-profit organizations that provide human services transportation. It also includes preventative maintenance that is an eligible capital expense through the Section 5310 Program. With limited capital funding to replace buses it is essential that current vehicles are maintained and remain safe and operable beyond the typical useful life criteria.

Develop Additional Partnerships and Identify New Funding Sources to Support Public Transit and Human Service Transportation

During the regional workshop local stakeholders noted that there is currently a lack of overall funding to support the variety of transportation services that are needed in the region. The demand for public transit, human services transportation and specialized transportation services continues to grow daily. One of the key obstacles the transportation industry faces is how to pay for additional services.

This strategy would involve identifying partnership opportunities to leverage additional funding to support public transit and human services transportation in the region. This would include meeting multiple unmet needs and issues by tackling non-traditional sources of funding. Hospitals, supermarkets and retailers who want the business of the region's riders may be willing to pay for part of the cost of transporting those riders to their sites. This approach is applicable to medical, retail establishments already served and new businesses. While this plan helps to document the need for these additional services, some may need to be further quantified and unmet needs and gaps in service as part of educating elected officials and potential funders may need to be documented.

Advocate for Additional Funding to Support Public Transit and Human Service Transportation

Coupled with the need to develop additional partnerships is a stronger advocacy campaign that highlights the impact that public transportation and human services transportation has on residents of the region, and how it is a vital component of the community transportation infrastructure. There is a need to educate locally elected officials on the impact of transportation services and the need for additional funding. Specific talking points are needed to ensure a consistent message.

This strategy involves a regional and unified effort to inform elected officials, local and national decision makers and the general public on the dire need for additional funding to support current services. Taking this a step further, greater funding to expand transportation options would be necessary, especially since additional administrative resources are often overlooked when operational expansion is discussed.

This advocacy campaign could be part of a national movement to stress the importance of community and public transit in the surface transportation reauthorization debate in Washington, D.C. The Community Transportation Association of America (CTAA) and the American Public Transportation Association (APTA) have developed a variety of resources that can be used in advocacy efforts with local offices of House and Senate members, local media and state and local elected officials.

Maintain Services that are Effectively Meeting Identified Transportation Needs in the Region

While maintaining the current capital infrastructure is vital to meeting community transportation needs, financial resources are needed to operate vehicles and continue services at the current level. This strategy involves providing operating funding to support existing public transit services and human services transportation that are effectively meeting mobility needs in the region, especially those of older adults and individuals with disabilities.

The MTA has established performance standards for the Locally Operated Transit Systems (LOTS) as a tool to monitor effectiveness and efficiency. These performance standards are derived from a compilation of sources that include industry research, industry experience and peer reviews. The performance standards include:

- Operating cost per hour
- Operating cost per mile
- Operating cost per passenger trip
- Farebox recovery
- Passenger trips per mile
- Passenger trips per hour

Through this strategy there would be support for public transit services operated by the LOTS that are meeting these standards. It also allows for opportunities to identify existing services that are important to the community but that could be improved through modifications or technical assistance. This strategy would enable the LOTS and regional stakeholders to establish public transit service baselines to help determine if additional funding is warranted.

Transportation provided through human service agencies is more specialized and therefore not monitored through these performance measures. Still, there are tools available that these agencies can use to evaluate their transportation programs and ensure that financial resources are being used effectively. An example would be for human service agencies to utilize Easter Seals Project Action's *Transportation by the Numbers* tool which provides human service organizations with ways to more easily identify expenses, revenues and performance outcomes so that agencies can make more informed decisions about their future in the transportation business.

Use Current Human Services and Specialized Transportation Services to Provide Additional Trips, Especially for Older Adults and People with Disabilities

Regional stakeholders noted that there are limited transportation options for people who live outside fixed route public transit services. The expansion of current human service and specialized transportation programs operated in the region is a logical strategy for improving mobility, especially for older adults and people with disabilities. This strategy would meet multiple unmet needs and issues identified by regional stakeholders, including the need for greater transportation options in evenings and on weekends, the need for expanded

transportation options to access employment opportunities and job-related activities and the need for additional services to meet the increasing demand for transportation to dialysis facilities, while taking advantage of existing organizational structures.

This strategy would support door-to-door transportation needed by some customers who need assistance to travel safely and an escort from a departure point, into and out of a transport vehicle and to the door of their destination. As noted by regional stakeholders, many customers need assistance after disembarking vehicle to access their destination.

Operating costs -- driver salaries, fuel, and vehicle maintenance-- would be the primary expense for expanding demand response services, though additional vehicles may be necessary for providing expanded same-day and door-to-door transportation services.

Improve Coordination between Transportation Providers

Despite regional efforts to improve coordination between human service transportation providers, stakeholders noted that there is a need for improved communication between these agencies and the ability to identify possible coordination opportunities. Recipients of funding through the Section 5310 Program are required to coordinate with other federally assisted programs and services in order to make the most efficient use of Federal resources. This is an ongoing issue since for the most part each agency and organization operates transportation independently of others in the region. On the public transit side, while there is some connectivity between the three operators in the region, there is a need for more timed transfers and a link between the systems in Calvert and Charles Counties.

This strategy calls for greater coordination of services and financial resources in an effort to use available funding as effectively as possible. The reality is that the demand for public and human services transportation in the region will continue to surpass resources. It is vital that routes connect, wheelchair accessible vans in the community are fully utilized, long distance trips are consolidated when possible, and training and vehicle maintenance are coordinated. This strategy supports efforts to re-energize previous efforts to take coordination of transportation services to the next level, including improved technology that encourages coordination.

MEDIUM PRIORITIES

Expand Transportation Demand Management (TDM) Programs

The Tri-County Council for Southern Maryland (TCCSMD) currently provides a regional ridesharing program that connects Southern Maryland residents and those employed in the region to carpool, vanpool or commuter express bus services. This strategy provides the opportunity to build upon this program using additional TDM and ridesharing strategies. One consideration is using the commuter-oriented model as a basis for developing a ride-sharing program for long distance medical trips. A database of potential drivers and riders could be kept with a central “mobility manager,” who would match the trip needs with the available

participating drivers. This strategy could be a cost-effective way to provide long-distance medical trips without sending a human service or public-transit vehicle out of the region for a day.

Expand Outreach and Information on Available Transportation Options in the Region, Including Establishment of a Single Point of Access

While the TCCSMD and the three public transit systems in the region conduct outreach regarding existing services, during the regional workshop local stakeholders reported that there is still insufficient marketing of available transportation services. They noted the need for a centralized location for customers, human service agency staff and families to gain information on available options in the region.

This strategy can build upon the *Southern Maryland Mobility Management Program* report issued in 2012 that provided a conceptual plan for implementation of a Southern Maryland Mobility Management Center. Based on community input, this plan proposed that the primary function of the Southern Maryland Mobility Management Center would be providing information on transportation and transportation related services in the region, and referring customers to the appropriate provider. The center would serve as a telephone one-stop for information on transportation services in the region and also include on-line option so customers could access information 24/7. Services through the center would be marketed to individual customers, staff of agencies and organizations who work with people with limited mobility options, employers and key community stakeholders. Additional efforts through this strategy could include greater use of the statewide 211 system, the Public Service Announcements (PSAs) and other cable network services, as noted by stakeholders during the regional coordinated planning workshop.

Support Recommendations for Expanded Public Transportation Included in County Transit Development Plans

A transit development plan (TDP) is a short-range transit planning process that is conducted by transit systems on a periodic basis. The TDP planning process builds on or formulates the county's or region's goals and objectives for transit, reviews and assesses current transit services, identifies unmet transit needs, and develops an appropriate course of action to address the objectives in the short-range future, typically a five-year horizon. This TDP then serves as a guide for public transportation, providing a roadmap for implementing service and/or organizational changes, improvements and/or potential expansions. A Transit Advisory Committee (TAC), comprised of local stakeholders, guides the development of the TDP.

The Maryland Transit Administration (MTA) requires the Locally Operated Transit Systems (LOTS) in Maryland to conduct a TDP every five to six years. The LOTS use their TDP as a basis for preparing their Annual Transportation Plans (ATPs) that serve as their Annual Grant Applications for transit funding. The previous TDP for Charles County was completed in 2010, and for St. Mary's County in 2013. An update of the Calvert County TDP is currently underway.

This strategy calls for support of service recommendations included in each TDP. Detailed in each plan, these recommendations respond to a variety of the transportation needs expressed by regional stakeholders. The individual TDPs include projected costs and a proposed timeline for implementing service improvements that involve:

- Increased frequency of existing services
- Extended evening hours
- Weekend service expansions
- Greater connectivity to other LOTS in the region and to MTA commuter bus services
- Rural fixed route service expansion
- Improved passenger transfer facilities
- System-wide efficiency improvements
- Bus stop safety improvements
- Continued mobility enhancements, including additional bike racks on buses

Build Upon Current Volunteer Driver Programs to Expand More Specialized and One-To-One Transportation Services

A variety of transportation services are needed to meet the mobility needs of older adults and people with disabilities. Some of the needs identified by regional stakeholders are better handled through more specialized services beyond those typically provided through general public transit services. In addition the rural nature of some parts of the region and the geographic makeup of the region are not always conducive for shared ride services.

This strategy offers the opportunity to build upon the volunteer driver program provided by Partners in Care in Calvert County and to expand volunteer driver services throughout the region. This expansion would help to meet needs that are difficult to meet through public transit and human service agency transportation, and provide a more personal and one-to-one transportation service for customers who may require additional assistance.

Improve Connectivity between Land Use Planning and Community Transportation Services

Regional stakeholders noted that the future plans of the College of Southern Maryland will result in the need for greater connectivity with the three public transit systems in the region. This highlights the overall need to ensure connectivity between land use and future development with transportation services. Decisions as to where to place popular destinations has tremendous impact on the ability of public transit providers to serve these locations and therefore it is vital that transportation providers are involved at the outset of the development process.

This strategy supports efforts that ensure public transit and other transportation providers are at the table and can provide their input on parking lot design, shelter placement, and other land use considerations. This strategy also supports efforts to incorporate biking and other alternative travel options into the community transportation network and the planning process.

LOWER PRIORITIES

Establish or Expand Programs That Train Customers, Human Service Agency Staff, Medical Facility Personnel, and Others in the Use and Availability of Transportation Services

In addition to expanding transportation options in the region, it is vital that customers, caseworkers, agency staff and medical facility personnel that work with older adults, people with disabilities and people with low incomes are familiar with available transportation services. Regional stakeholders identified the need for more extensive travel training efforts that help to educate potential customers in the use of available public transportation services in the region. This strategy could be implemented in conjunction with the expanded outreach and mobility management program discussed in the previous strategy.

Expand Access to Private Transportation Services

Regional stakeholders expressed the need for greater transportation options that allow for unplanned and impromptu trips, and transportation services that allow trip-chaining, i.e. customer needs stop at daycare before arriving at work location, or customer who needs to stop to have prescription filled after leaving doctor's office but before arriving at home. For these trips private transportation services may be the best options for area residents.

This strategy encourages greater access to taxi and other private transportation services through voucher programs that help offset user costs while helping to ensure the profitability for the private operators. It also promotes community partnerships, especially between the disability community and taxi operators, that are especially essential in the effort to increase the availability of accessible vehicles. These partnerships can help to assess anticipated demand and business potential, to confirm marketing and outreach efforts, and most importantly to identify potential funding and subsidy opportunities.

Consider and Implement Vehicle Repair Programs

In the region some people with lower incomes will have a car available for their use, but it may be inoperable. With long trip distances and dispersed populations in the rural areas of the region, sometimes a repaired automobile is the most cost-effective way to provide a person with access to employment opportunities and to community services.

While the FTA funding programs do not allow funds to be used for vehicle repair to repair cars, this strategy calls for the consideration and implementation of programs that are funded through donations and other resources and enable car ownership. A possible model or partnership is with Vehicles for Change Inc. (VFC) an agency that empowers families with financial challenges to achieve economic and personal independence a car ownership and technical training program.

Acquire Vehicles More Suitable for Remote Areas of the Region

Regional stakeholders expressed the need to acquire vehicles that can operate in more rural parts of the region. There are many roads and long driveways that are gravel and hard to navigate with a typical paratransit vehicles. The feeling was that it would be better and safer for these vehicles if the providers had access to a few four-wheel drive paratransit vehicles to be used in the more remote areas.

While funding for these vehicles is not typically available through the MTA/FTA programs, this strategy involves pursuit of other financial resources to support the acquisition of four-wheel drive vehicles. This could include applying for funding through foundations and other non-traditional programs.

Chapter 8: Ongoing Arrangements

A required step in the local application process for Section 5310 Program funds is to submit part of the application to the appropriate Regional Coordinating Body for endorsement. These Regional Coordinating Bodies are responsible for reviewing local applications before they are submitted to the MTA, and endorsing only those applications that are derived from/included in the current regional coordinated transportation plan.

In Southern Maryland an ongoing Regional Coordinating Committee structure has been formalized to serve in this review process. This committee provides an ongoing forum for members to:

- Provide input and assist public transit and human service transportation providers in establishing priorities with regard to community transportation services
- Review and discuss coordination strategies in the region and provide recommendations for possible improvements to help expand mobility options in the region
- Review and discuss strategies for coordinating services with other regions in Maryland and outside the State to help expand mobility options
- Lead updates of the *Southern Maryland Coordinated Public Transit-Human Services Transportation Plan*

This committee, established by the SMDTCC with MTA oversight, includes appropriate representatives from stakeholder organizations and the public. Participants of the 2015 coordinated transportation planning process not already involved in this committee are encouraged to contact the SMDTCC if they have interest in possibly serving on the committee.

Chapter 9: Plan Adoption Process

Stakeholders from the Southern Maryland Region who participated in the coordinated transportation planning process had the opportunity to review a draft version of this plan. Their input was incorporated into a final version that was endorsed by the Tri-County Council for Southern Maryland Executive Board. A copy of the resolution is included in Appendix B.

Appendix A: Coordinated Planning Guidance

COORDINATED PLANNING

1. The Coordinated Public Transit – Human Services Transportation Plan

Federal transit law, as amended by MAP-21, requires that projects selected for funding under the Section 5310 program be “included in a locally developed, coordinated public transit-human services transportation plan” and that the plan be “developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public.” The experiences gained from the efforts of the Federal Interagency Coordinating Council on Access and Mobility (CCAM), and specifically the United We Ride (UWR) initiative, provide a useful starting point for the development and implementation of the local public transit-human services transportation plan required under the Section 5310 program.

Many states have established UWR plans that may form a foundation for a coordinated plan that includes the required elements outlined in this chapter and meets the requirements of 49 U.S.C. 5310. In addition, many states and designated recipients may have coordinated plans established under SAFETEA-LU, and those plans may be updated to account for new stakeholders, eligibility, and MAP-21 requirements. FTA maintains flexibility in how projects appear in the coordination plan. Projects may be identified as strategies, activities, and/or specific projects addressing an identified service gap or transportation coordination objective articulated and prioritized within the plan.

2. Development of the Coordinated Public Transit - Human Services Transportation Plan

Overview

A locally developed, coordinated public transit-human services transportation plan (“coordinated plan”) identifies the transportation needs of individuals with disabilities, seniors, and people with low incomes; provides strategies for meeting those local needs; and prioritizes transportation services and projects for funding and implementation. Local plans may be developed on a local, regional, or statewide level. The decision as to the boundaries of the local planning areas should be made in consultation with the state, designated recipient, and the MPO, where applicable. The agency leading the planning process is decided locally and does not have to be the state or designated recipient.

In UZAs where there are multiple designated recipients, there may be multiple plans and each designated recipient will be responsible for the selection of projects in the designated recipient’s area. A coordinated plan should maximize the programs’ collective coverage by minimizing duplication of services. Further, a coordinated plan must be developed through a process that includes participation by seniors, individuals with disabilities, representatives of public, private and nonprofit transportation and human service transportation providers, and other members of the public. While the plan is only required in communities seeking funding under the Section 5310 program, a coordinated plan should incorporate activities offered

under other programs sponsored by federal, state, and local agencies to greatly strengthen its impact.

Required Elements

Projects selected for funding shall be included in a coordinated plan that minimally includes the following elements at a level consistent with available resources and the complexity of the local institutional environment:

- An assessment of available services that identifies current transportation providers (public, private, and nonprofit)
- An assessment of transportation needs for individuals with disabilities and seniors. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service
- Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery
- Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified

Local Flexibility in the Development of a Local Coordinated Public Transit-Human Services Transportation Plan

The decision for determining which agency has the lead for the development and coordination of the planning process should be made at the state, regional, and local levels. FTA recognizes the importance of local flexibility in developing plans for human service transportation. Therefore, the lead agency for the coordinated planning process may be different from the state or the agency that will serve as the designated recipient for the Section 5310 program. Further, FTA recognizes that many communities have conducted assessments of transportation needs and resources regarding individuals with disabilities and seniors. FTA also recognizes that some communities have taken steps to develop a comprehensive, coordinated human service transportation plan either independently or through United We Ride efforts. FTA supports communities building on existing assessments, plans, and action items. As new federal requirements must be met, communities may need to modify their plans or processes as necessary to meet these requirements. FTA encourages communities to consider inclusion of new partners, new outreach strategies, and new activities related to the targeted programs and populations.

Plans will vary based on the availability of resources and the existence of populations served under these programs. A rural community may develop its plans based on perceived needs emerging from the collaboration of the planning partners, whereas a large urbanized community may use existing data sources to conduct a more formal analysis to define service gaps and identify strategies for addressing the gaps.

This type of planning is also an eligible activity under four other FTA programs—the Metropolitan Planning (Section 5303), Statewide Planning (Section 5304), Formula Grants for

Rural Areas (Section 5311), and Urbanized Area Formula (Section 5307) programs—all of which may be used to supplement the limited (10 percent) planning and administration funding under this program. Other resources may also be available from other entities to fund coordinated planning activities. All “planning” activities undertaken in urbanized areas, regardless of the funding source, must be included in the Unified Planning Work Program of the applicable MPO.

Tools and Strategies for Developing a Coordinated Plan

States and communities may approach the development of a coordinated plan in different ways. The amount of available time, staff, funding, and other resources should be considered when deciding on specific approaches. Regardless of the method chosen, seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public must be involved in the development and approval of the coordinated plan. The following is a list of potential strategies for consideration:

- **Community planning session.** A community may choose to conduct a local planning session with a diverse group of stakeholders in the community. This session would be intended to identify needs based on personal and professional experiences, identify strategies to address the needs, and set priorities based on time, resources, and feasibility for implementation. This process can be done in one meeting or over several sessions with the same group. It is often helpful to identify a facilitator to lead this process. Also, as a means to leverage limited resources and to ensure broad exposure, this could be conducted in cooperation, or coordination, with the applicable metropolitan or statewide planning process.
- **Self-assessment tool.** *The Framework for Action: Building the Fully Coordinated Transportation System*, developed by FTA and available at www.unitedwerride.gov, helps stakeholders realize a shared perspective and build a roadmap for moving forward together. The self-assessment tool focuses on a series of core elements that are represented in categories of simple diagnostic questions to help groups in states and communities assess their progress toward transportation coordination based on standards of excellence. There is also a *Facilitator’s Guide* that offers detailed advice on how to choose an existing group or construct an ad hoc group. In addition, it describes how to develop elements of a plan, such as identifying the needs of targeted populations, assessing gaps and duplication in services, and developing strategies to meet needs and coordinate services.
- **Focus groups.** A community could choose to conduct a series of focus groups within communities that provides opportunity for greater input from a greater number of representatives, including transportation agencies, human service providers, and passengers. This information can be used to inform the needs analysis in the community. Focus groups also create an opportunity to begin an ongoing dialogue with community representatives on key issues, strategies, and plans for implementation.

- **Survey.** The community may choose to conduct a survey to evaluate the unmet transportation needs within a community and/or available resources. Surveys can be conducted through mail, e-mail, or in-person interviews. Survey design should consider sampling, data collection strategies, analysis, and projected return rates. Surveys should be designed taking accessibility considerations into account, including alternative formats, access to the Internet, literacy levels, and limited English proficiency.
- **Detailed study and analysis.** A community may decide to conduct a complex analysis using inventories, interviews, Geographic Information Systems (GIS) mapping, and other types of research strategies. A decision to conduct this type of analysis should take into account the amount of time and funding resources available, and communities should consider leveraging state and MPO resources for these undertakings.

3. Participation in the Coordinated Public Transit – Human Services Transportation Planning Process

Recipients shall certify that the coordinated plan was developed and approved through a process that included participation by seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human services providers; and other members of the public. Note that the required participants include not only transportation providers but also providers of human services, and members of the public who can provide insights into local transportation needs. It is important that stakeholders be included in the development, approval, and implementation of the local coordinated public transit-human service transportation plan. A planning process in which stakeholders provide their opinions but have no assurance that those opinions will be considered in the outcome does not meet the requirement of “participation.” Explicit consideration and response should be provided to public input received during the development of the coordinated plan. Stakeholders should have reasonable opportunities to be actively involved in the decision-making process at key decision points, including, but not limited to, development and approval of the proposed coordinated plan document. The following possible strategies facilitate appropriate inclusion:

Adequate Outreach to Allow for Participation

- Outreach strategies and potential participants will vary from area to area. Potential outreach strategies could include notices or flyers in centers of community activity, newspaper or radio announcements, e-mail lists, website postings, and invitation letters to other government agencies, transportation providers, human services providers, and advocacy groups. Conveners should note that not all potential participants have access to the Internet and they should not rely exclusively on electronic communications. It is useful to allow many ways to participate, including in-person testimony, mail, e-mail, and teleconference. Any public meetings regarding the plan should be held in a location and time where accessible transportation services can be made available and adequately advertised to the general public using techniques such as those listed above. Additionally, interpreters for individuals with

hearing impairments and English as a second language and accessible formats (e.g., large print, Braille, electronic versions) should be provided as required by law.

Participants in the Planning Process

Metropolitan and statewide planning under 49 U.S.C. 5303 and 5304 require consultation with an expansive list of stakeholders. There is significant overlap between the lists of stakeholders identified under those provisions (e.g., private providers of transportation, representatives of transit users, and representatives of individuals with disabilities) and the organizations that should be involved in preparation of the coordinated plan.

The projects selected for funding under the Section 5310 program must be “included in a locally developed, coordinated public transit-human services transportation plan” that was “developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and non-profit transportation and human services providers and participation by other members of the public.” The requirement for developing the local public transit-human services transportation plan is intended to improve services for people with disabilities and seniors. Therefore, individuals, groups, and organizations representing these target populations should be invited to participate in the coordinated planning process. Consideration should be given to including groups and organizations in the coordinated planning process if present in the community. Examples of these types of groups are listed below.

Transportation Partners

- Area transportation planning agencies, including MPOs, councils of government (COGs), rural planning organizations (RPOs), regional councils, associations of governments, state departments of transportation, and local governments
- Public transportation providers, including ADA paratransit providers and agencies administering the projects funded under FTA urbanized and rural programs
- Private transportation providers, including private transportation brokers, taxi operators, vanpool providers, school transportation operators, and intercity bus operators
- Nonprofit transportation providers, including volunteer programs
- Past or current organizations funded under the Section 5310, JARC, and/or the New Freedom programs
- Human service agencies funding, operating, and/or providing access to transportation services

Passengers and Advocates

- Existing and potential riders, including both general and targeted population passengers (individuals with disabilities and seniors)
- Protection and advocacy organizations
- Representatives from independent living centers
- Advocacy organizations working on behalf of targeted populations

Human Service Partners

- Agencies that administer health, employment, or other support programs for targeted populations. Examples of such agencies include but are not limited to departments of social/human services, employment one-stop services, vocational rehabilitation, workforce investment boards, Medicaid, community action programs (CAP), Agency on Aging (AoA), Developmental Disability Council, community services board
- Nonprofit human service provider organizations that serve the targeted populations
- Job training and placement agencies
- Housing agencies
- Healthcare facilities
- Mental health agencies

Other

- Security and emergency management agencies
- Tribes and tribal representatives
- Economic development organizations
- Faith-based and community-based organizations
- Representatives of the business community (e.g., employers)
- Appropriate local or state officials and elected officials
- School districts
- Policy analysts or experts

Note: Participation in the planning process will not bar providers (public or private) from bidding to provide services identified in the coordinated planning process. This planning process differs from the project selection process, and it differs from the development and issuance of a request for proposal (RFP) as described in the common grant rule (49 CFR part 18 and part 19).

Levels of Participation

The suggested list of participants above does not limit participation by other groups, nor require participation by every group listed. Communities will have different types of participants depending on population and size of community, geographic location, and services provided at the local level. FTA expects that planning participants will have an active role in the development, approval, adoption, and implementation of the plan. Participation may remain low even though a good faith effort is made by the lead agency to involve passengers; representatives of public, private, and nonprofit transportation and human services providers; and others. The lead agency convening the coordinated planning process should document the efforts it utilized, such as those suggested above, to solicit involvement.

In addition, federal, state, regional, and local policy makers, providers, and advocates should consistently engage in outreach efforts that enhance the coordinated process because it is important that all stakeholders identify the opportunities that are available in building a coordinated system. To increase participation at the local levels from human service partners, state department of transportation offices are encouraged to work with

their partner agencies at the state level to provide information to their constituencies about the importance of partnering with human service transportation programs and the opportunities that are available through building a coordinated system.

Adoption of a Plan

As a part of the local coordinated planning process, the lead agency in consultation with participants should identify the process for approving and adopting the plan, and this process must include participation by stakeholders identified in the law: seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public. A strategy for adopting the plan could also be included in the state's SMP and the designated recipient's PMP, further described in Chapter VII.

FTA will not formally review and approve coordinated plans. The recipient's grant application (see Appendix A) will document the plan from which each project listed is included, including the lead agency, the date of adoption of the plan, or other appropriate identifying information. This may be done by citing the section of the plan or page references from which the project is included.

4. Relationship to Other Transportation Planning Processes

Relationship between the Coordinated Planning Process and the Metropolitan and Statewide Transportation Planning Processes

The coordinated plan may either be developed separately from the metropolitan and statewide transportation planning processes and then incorporated into the broader plans, or be developed as a part of the metropolitan and statewide transportation planning processes. If the coordinated plan is not prepared within the broader process, the lead agency for the coordinated plan should ensure coordination and consistency between the coordinated planning process and metropolitan or statewide planning processes. For example, planning assumptions should not be inconsistent.

Projects identified in the coordinated planning process and selected for FTA funding must be incorporated into both the TIP and STIP in UZAs with populations of 50,000 or more; and incorporated into the STIP for rural areas under 50,000 in population. Depending on the projects resulting from the coordinated planning and selection process, a single line item on the TIP/STIP for capital or operating projects may be sufficient. However, given the expanded project and subrecipient eligibility under MAP-21, a designated recipient and state may need to consider more detailed programming, such as categorizing the projects based on the types of projects (capital or operating) and/or types of subrecipients, e.g., nonprofit, public entity, etc.

In some areas, where the coordinated plan or project selection is not completed in a time frame that coincides with the development of the TIP/STIP, the TIP/STIP amendment processes will need to be utilized to include selected projects in the TIP/STIP before FTA grant award.

The lead agency developing the coordinated plan should communicate with the relevant MPOs, state departments of transportation or regional planning agencies at an early stage in plan development. States with coordination programs may wish to incorporate the needs and strategies identified in local coordinated plans into statewide coordination plans.

Depending upon the structure established by local decision makers, the coordinated planning process may or may not become an integral part of the metropolitan or statewide transportation planning processes. State and local officials should consider the fundamental differences in scope, time horizon, and level of detail between the coordinated planning process and the metropolitan and statewide transportation planning processes. However, there are important areas of overlap between the planning processes, as well. Areas of overlap represent opportunities for sharing and leveraging resources between the planning processes for such activities as: (1) needs assessments based on the distribution of targeted populations and locations of employment centers, employment-related activities, community services and activities, medical centers, housing, and other destinations; (2) inventories of transportation providers/resources, levels of utilization, duplication of service, and unused capacity; (3) gap analysis; (4) any eligibility restrictions; and (5) opportunities for increased coordination of transportation services. Local communities may choose the method for developing plans that best fits their needs and circumstances.

Relationship between the Requirement for Public Participation in the Coordinated Plan and the Requirement for Public Participation in Metropolitan and Statewide Transportation Planning

Title 49 U.S.C. 5303(i)(6) and 5304(f)(3), as amended by MAP-21, require MPOs and states to engage interested parties in preparing transportation plans, TIPs, and STIPs. “Interested parties” include, among others, affected public agencies, private providers of transportation, representatives of users of public transportation, and representatives of individuals with disabilities.

MPOs and/or states may work with the lead agency developing the coordinated plan to coordinate schedules, agendas, and strategies of the coordinated planning process with metropolitan and statewide planning in order to minimize additional costs and avoid duplication of efforts. MPOs and states must still provide opportunities for participation when planning for transportation related activities beyond the coordinated public transit-human services transportation plan.

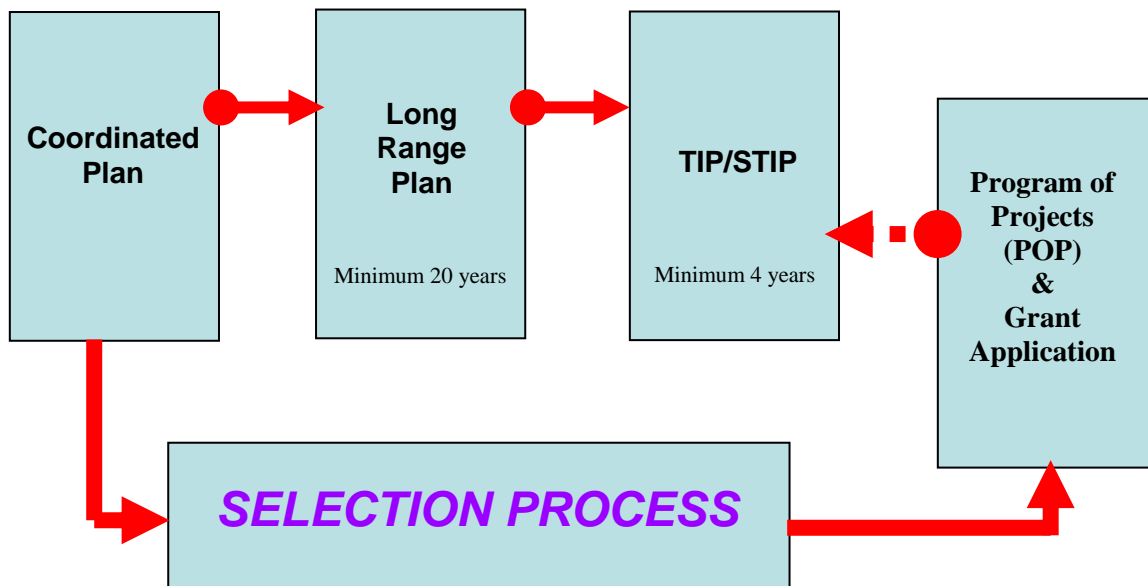
Cycle and Duration of the Coordinated Plan

At a minimum, the coordinated plan should follow the update cycles for metropolitan transportation plans (MTPs) (i.e., four years in air quality nonattainment and maintenance areas and five years in air quality attainment areas). States, MPOs, designated recipients, and public agencies that administer or operate major modes of transportation should set up a cycle that is conducive to and coordinated with the metropolitan and statewide planning processes to ensure that selected projects are included in the TIP and STIP and to receive funds in a timely manner.

Role of Transportation Providers that Receive FTA Funding Under the Urbanized and Rural Area Formula Grant Programs in the Coordinated Planning Process.

Recipients of Section 5307 and Section 5311 assistance are the “public transit” in the public transit-human services transportation plan and their participation is assumed and expected. Further, 49 U.S.C. 5307(b)(5), as amended by MAP-21, requires that, “Each recipient of a grant shall ensure that the proposed program of projects (POP) provides for the coordination of public transportation services ... with transportation services assisted from other United States Government sources.” In addition, 49 U.S.C. 5311(b)(2)(C)(ii) requires the Secretary of DOT to determine that a state’s Section 5311 projects “provide the maximum feasible coordination of public transportation service ... with transportation service assisted by other federal sources.” Finally, under the Section 5311 program, states are required to expend 15 percent of the amount available to support intercity bus service. FTA expects the coordinated planning process in rural areas to take into account human service needs that require intercity transportation.

The schematic below illustrates the relationship between the coordinated plan and the metropolitan and statewide planning processes.



Appendix B: Tri-County Council Signed Resolution



TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND
REGIONAL TRANSPORTATION COORDINATION PROGRAM
RESOLUTION TO ENDORSE THE SOUTHERN MARYLAND COORDINATED
PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

WHEREAS, the Tri-County Council for Southern Maryland (TCCSMD) is the Regional Coordinating Body for the Southern Maryland region, encompassing the counties of Calvert, Charles, and St. Mary's; and

WHEREAS, the Tri-County Council for Southern Maryland, as the Regional Coordinating Body, has responsibility under the provisions of the Moving Ahead for Progress in the 21st Century (MAP-21) legislation for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Southern Maryland area; and

WHEREAS, the Federal Transit Administration, a division of the U. S. Department of Transportation, requires that under the MAP-21 legislation the establishment of a locally developed, coordinated public transit – human services transportation plan for funding through the Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities) Program; and

WHEREAS, the Federal Transit Administration requires the plan to be developed by a process that includes representatives of public, private, and nonprofit transportation and human services providers and participation by the public; and

WHEREAS, the purpose of human services transportation coordination is to improve transportation services for persons with disabilities, older adults, and individuals with lower incomes by ensuring that communities coordinate transportation resources provided through multiple federal programs. This coordination serves to enhance transportation access, minimize duplication of services, and facilitate the most appropriate cost-effective transportation possible with available resources; and

WHEREAS, the Maryland Transit Administration, coordinating with the Tri-County Council for Southern Maryland, engaged in a public outreach effort and identified eligible

programs and activities as the basis for the Public Transit-Human Services Transportation Plan to maximize service to eligible clients; and

WHEREAS, the Tri-County Council for Southern Maryland's endorsement of this Plan is contingent upon apportioned funds for the Section 5310 program to serve the needs of the targeted population; and

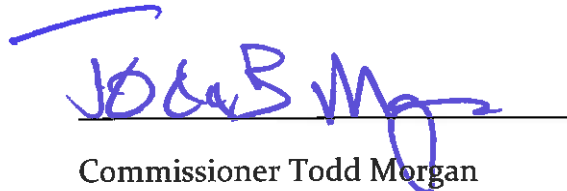
NOW THEREFORE, BE IT RESOLVED that we, the Tri-County Council for Southern Maryland Executive Board hereby endorse the Southern Maryland Coordinated Public Transit-Human Services Transportation Plan; and

BE IT FURTHER RESOLVED that the Southern Maryland Coordinated Public Transit-Human Services Transportation Plan be forwarded to the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) and the Metropolitan National Capital Region Transportation Planning Board for inclusion in their metropolitan transportation planning processes.

I HEREBY CERTIFY that the Tri-County Council for Southern Maryland as the Regional Coordinating Body for the Southern Maryland region approved the aforementioned resolution at its December 17, 2015 meeting.

12/17/15

Date



Commissioner Todd Morgan

Chairman, Tri-County Council for Southern Maryland