

Setting Program Expectations for Mobility Project Voucher Applicants

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Clean Mobility Options

CMO Presenters



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Program Administrative Team





What type of organization are you representing today?

- a) **Government Agency**
- b) **Transit Agency**
- c) **Tribal Government**
- d) **Nonprofit**
- e) **Community-Based Organization**
- f) **Other**

Agenda



- Clean Mobility Options (CMO) Program Overview
- Mobility Project Voucher (MPV)
- Voucher Agreement and Redemption Requirements
- Insurance Requirements
- Data Collection and Reporting
- Participating in Clean Mobility Equity Alliance (CMEA)
- Available Resources



Clean Mobility Options Program Overview

This section provides an overview of the program background, goals, and desired outcomes.



Clean Mobility Options Program

A statewide public program that empowers under-resourced communities across California to identify and overcome mobility obstacles with funding for community needs assessments and clean, shared, zero-emission transportation projects.

Program Goals



- Increase zero-emission mobility choices for disadvantaged communities, low-income communities and Tribes.
- Fund community-driven mobility solutions by centering the residents' primary needs.
- Improve access to clean mobility options that are safe, reliable, convenient, and affordable to communities throughout California.
- Reduce greenhouse gases and criteria pollutants.



Mobility Project Voucher

This section provides an overview of CMO mobility projects and the current funding opportunity.

What is a Mobility Project?



A CMO mobility project results in the implementation of clean and shared transportation service including zero-emission:

- Carsharing
- Bikeshare or scooter-share
- Carpooling and vanpooling
- Microtransit (Innovative transit)
- Fixed route transit
- Ride-on-demand



\$33 Million in Total Funding for MPV



- 5-year voucher agreement term
- Up to \$1.5 million per mobility project
- \$12.5 million Open Funding for Window 2 new MPV Awardees
- \$7.5 million set-aside for previous CTNA Awardees
- \$3 million set-aside for Tribal Governments
- \$10 million set-aside for Current Window 1 MPV Awardees



SAVE THE DATE

**The Mobility Project Voucher (MPV)
Application Window is set to open**

**9:00 am PT on Wednesday
March 1, 2023**

MPV's Two-Phase Application Process



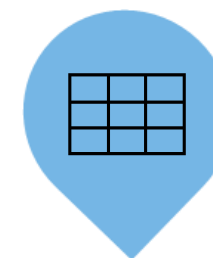
Phase 1



Includes basic program eligibility requirements:

- Project Team Profile
- Project Narrative
- Transportation Needs Assessment
- Project Area Profile
- Total Requested Voucher Amount
- Supporting Docs (eligibility)

Phase 2



Includes more in-depth information about:

- Project Narrative/ Team Profile details
- Project Milestone Schedule
- Community Outreach Plan
- Community Resource Contributions
- Budget Worksheet
- Financial Sustainability Plan
- Supporting Docs (where applicable)

MPV Application Timeline



MPV PHASE 1:

- Application Window Opens
March 1, 2023, at 9:00 am PT
- Application Window Closes
April 5, 2023, at 11:59 pm PT

MPV PHASE 2:

- Application Closes
Summer 2023



MPV PHASE 2:

- Application Opens
(only qualified applications from Phase 1)
Late Spring 2023

Fall 2023:

- MPV Notice of Intent to Award

Poll #2



Which CMO requirement do you have the most questions about or would like more information?

- a) Voucher Redemption**
- b) Insurance Requirements**
- c) Data Reporting**
- d) Technical Assistance/CMEA**
- e) Other**

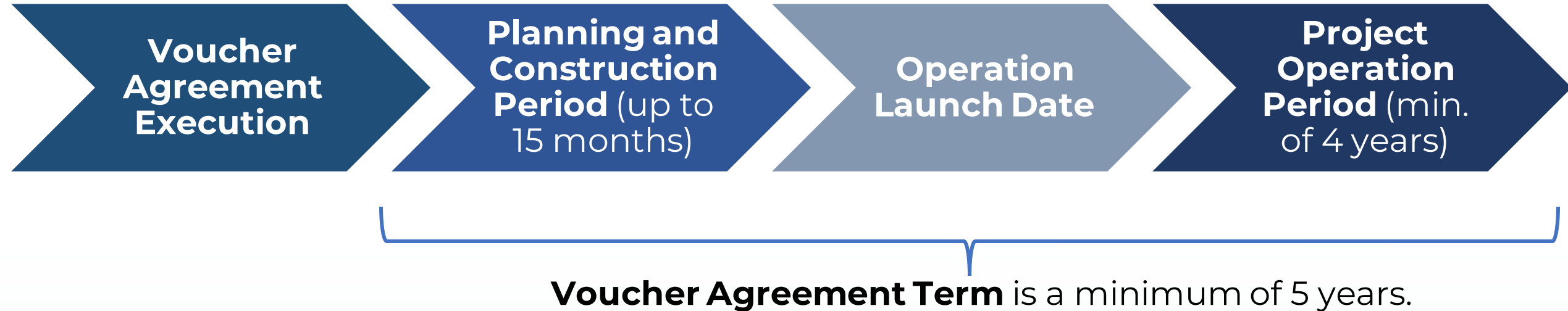
Voucher Agreement and Redemption Requirements

This section provides an overview of the MPV Voucher Agreement term and eligible project costs.

Mobility Project Voucher (MPV) Agreement Timeline



Voucher Agreement is a contract between the CMO Program Administrator and Awardee that serves as “Promise to Pay.”



MPV Funding: Eligible Project Costs



Voucher Funding Term is at least 4 years from the Voucher Agreement execution date.

Planning	Outreach & Marketing	Capital Acquisition Activities	Operations & Maintenance	Admin Activities
<ul style="list-style-type: none">• Project planning and design prior to launch• Consultant fees• Participation in CMEA Events	<ul style="list-style-type: none">• Community outreach and education• Collecting community input	<ul style="list-style-type: none">• Vehicles• Infrastructure• Associated hardware• Telematic Devices	<ul style="list-style-type: none">• Fuel and electricity• Regular and corrective maintenance• Software maintenance	<ul style="list-style-type: none">• Travel expenses• Insurance compliance• Data Reporting• Technical Assistance
\$100,000	\$200,000	\$500,000	\$600,000	\$100,000

*Dollar amounts are examples of approximate project costs.

Infrastructure Eligibility: Permits and Certification Compliance



Additional permits may be required for CMO funded eligible infrastructure depending on project type and area.

- **Electric Vehicle Infrastructure Training Program (EVITP) Certification**
 - Certification for electricians installing EVSE
- **California Environmental Quality Act (CEQA) Notice of Exemption**
 - Before applicants submit a Mobility Project Voucher Application, applicants must be certain that the project is eligible for a CEQA exemption.

Insurance Requirements

This section provides an overview of the MPV insurance requirements.

General Provisions



Insurance coverage is enforced for the complete Voucher Agreement term.

- ✓ Endorsements
- ✓ Additional Insureds
- ✓ Required Limits

Subcontractors need to be listed as 'additional insured' under your insurance OR supply evidence of the subcontractor's insurance.

MPV Insurance Requirements



Commercial General Liability

Maintain limits not less than \$5,000,000 per occurrence for bodily injury and property damage liability combined with a \$5,000,000 annual policy aggregate.



Automobile Liability

CMO Shared Service Vehicles: \$5,000,000 combined single limit.

Non-CMO Shared Service Vehicles: \$1,000,000 combined single limit.

E-Bike and Scooter *(if applicable)*

E-Bike and Scooter Insurance Carrier: Supply limit of \$5,000,000.

OR

Commercial General Liability: Supply endorsement showing proof of coverage and limit of \$5,000,000.

MPV Insurance Requirements cont.



Workers Compensation & Employer's Liability

Maintain limits of \$1,000,000.

Non-Profit with 100% Volunteers Only *(if applicable)*

A Volunteer Insurance Policy with a limit not less than \$1,000,000.

Cyber Liability

Maintain limits of \$1,000,000 per occurrence per claim.

Questions?





Data Collection and Reporting

This section provides an overview of required project reporting.

Required Reporting Components



Project data required to be reported in quarterly basis are:

1. Vehicle and Infrastructure Equipment Specifications
2. Vehicle and Infrastructure Equipment Operations
3. Job Creation and Workforce Development
4. Membership/Participation Data
5. Community Engagement and Outreach

MPV Surveys



- 1** Intake/Sign up Survey (Prior to Launch)
 - Establishes baseline characteristics, needs, and travel behavior before service is implemented.
- 2** Post Trip Survey (Ongoing)
 - Real-time feedback to improve your service and measure impact.
- 3** User Survey (Ongoing)
 - Captures behavior change and service feedback and satisfaction

Participating in Clean Mobility Equity Alliance (CMEA)

This section is an overview of the Clean Mobility Equity Alliance and CMO Awardee participation.

Clean Mobility Equity Alliance (CMEA) Participation?



- Peer-to-Peer Community of Practice
- A variety of stakeholder participants
 - Other Grant Awardees
 - Technical Experts
 - Industry Leaders
- Critical component of Technical Assistance



CMEA Participation cont'd



- Required Virtual Meetings to connect with Other Awardees (quarterly)
- Optional Virtual or In-Person Trainings
- Networking and Advocacy
- Clean Mobility Equity Forum
 - An annual in-person convening of the Network



Available Resources

This section provides the available resources and technical assistance offered by the CMO Program Administrator.

Application Development & Technical Assistance Support



Application Development & Technical Assistance Support cont'd



One-on-One Support Available to All Prospective Applicants:

Access Assistance:

- Email
- Phone calls
- Online form
- CMO office hours
- Information sessions

Get help with:

- Understanding eligibility
- Budget advice
- Project design
- Developing partnerships
- Trainings

Assistance is NOT:

- Filling out application
- Writing budget

Application Development & Technical Assistance Support cont'd



Technical assistance can be accessed through:

- Completing the CMO **Online Form** at cleanmobilityoptions.org/help/
- Calling into **CMO Hotline 626-744-5670**
- Scheduling a **CMO Information Session** to access one-on-one virtual or in-person assistance: info@cleanmobilityoptions.org
- Attending a **CMO Thursday Office Hours**: 12 pm-1 pm PT weekly- **ZOOM**

MPV Implementation Toolkit



The Mobility Project Implementation Toolkit is a suite of five guides that includes:

- Guide 1: [Calculate Costs](#)
- Guide 2: [Hiring Locally](#)
- Guide 3: [Engage the Community](#)
- Guide 4: [Finalize Contracts and Procurement](#)
- Guide 5: [Plan the Site](#)

Required MPV Awardee Training



Following a kickoff orientation meeting, awardees will receive the following one-on-one trainings:

- Voucher Execution Training
- Finance Training
- Insurance Training
- Data & Reporting Training

Questions?





Thank You

www.cleanmobilityoptions.org

Program Administrative Team

