

# 2018 Grant Programs Advisory Committee Report

---

WSDOT PUBLIC TRANSPORTATION DIVISION



# CONTENTS

Kicking off the Grants Program Examination	4
What Changed?	5
Improvements to the Consolidated Grant Program	8
Vanpool Investment Program Improvement	13
Improvements to All Grant Programs	14
Acronyms and Abbreviations	17
Websites Featured	18
More Information	20





# KICKING OFF THE GRANTS PROGRAM EXAMINATION

Every two years since 2005, WSDOT engages a diverse group of stakeholders in a grants program examination through the Grant Programs Advisory Committee (GPAC). The purpose for the outreach is to determine whether administrative improvements are needed for WSDOT's Consolidated Grant Program, Regional Mobility Grant Program, Vanpool Investment Program, Puget Sound Transit Coordination Grant Program, and Commute Trip Innovation Program. For 2017-18, the GPAC examination began with three stakeholder workshops in Spokane, Everett and Olympia in the fall 2017. A total of 49 organizations participated in the workshops, including representatives from rural areas, nonprofits, regional planning organizations, advocacy associations, transit agencies, tribes, and others interested in public transportation in Washington state.<sup>1</sup>

## About the Grant Programs Examined

### Consolidated Grant Program

The Consolidated Grant Program awards funding to improve public transportation within and between rural communities, provide transportation services between cities, purchase new buses and other equipment, and offer public transportation services to seniors and persons with disabilities. This program is supported by state and federal funding.

### Regional Mobility Grant Program

The Regional Mobility Grant Program supports local efforts to improve connectivity between counties and regional population centers, and reduce transportation delay. This program is supported exclusively by state funding.

### Vanpool Investment Program

The Vanpool Investment Program funds transit agency purchases of new and replacement vans to expand vanpooling programs. This program is funded exclusively by state dollars.

### Puget Sound Transit Coordination Grant Program

The Puget Sound Transit Coordination Grant Program authorizes funding for coordinated transit-related projects in the central Puget Sound region. These grants encourage joint planning and coordination of central Puget Sound transit systems to improve the user experience and increase ridership in cost-effective ways. This program is supported exclusively by state funding.

### Commute Trip Innovation Program

The Commute Trip Innovation Grant Program is a new program authorized by the legislature in 2017 to increase the use of buses, trains, bicycles, vanpools, carpools, walking and teleworking, as well as consider more non-commute trip reduction travel markets. This program is supported exclusively by state funding.

## GPAC Outcomes for the 2019-21 Grant Cycle

The initial 2017-18 GPAC workshops generated 9 improvement ideas for the Consolidated Grant Program, Regional Mobility Grant Program, Vanpool Investment Program, Puget Sound Transit Coordination Grant Program, and Commute Trip Innovation Program.

Addressing the improvement areas for the Consolidated Grant Program involved two work groups that convened in Olympia during the winter 2018. The stakeholders in the *Ongoing Operations and Mobility Management Projects Work Group* and *Regional Ranking of Applications Work Group* met separately as well as jointly for a total of eight meetings. The stakeholders represented nonprofits, regional planning organizations, advocacy associations, transit agencies and tribes.

In total, the 2017-18 GPAC process produced 18 changes to WSDOT's public transportation grant programs for the 2019-21 grant cycle.

---

<sup>1</sup> WSDOT's Public Transportation Division publishes the Grant Program Advisory Committee Report biennially. The report fulfills reporting requirements outlined in [RCW 47.66.080](#).

## What Changed?

The table below shows improvement ideas and changes implemented to WSDOT's public transportation grants for the upcoming 2019-21 grant cycle.

Grant Program	Improvement Ideas	Changes Implemented
Consolidated Grant Program	Provide continuous funding for ongoing operations and mobility management projects over multiple biennia	<ul style="list-style-type: none"> <li>Revised policy to allow for ongoing operations and mobility management projects to apply for four-years of funding</li> </ul>
	Address Regional Transportation Planning Organization (RTPO) ranking of projects	<ul style="list-style-type: none"> <li>Refined project ranking spot allocations</li> <li>Developed regional grading process for four-year projects</li> </ul>
	Examine minimum local match requirement	<ul style="list-style-type: none"> <li>Expanded the 10 percent local match cap to all ongoing projects, regardless of applicant type (nonprofit or transit)</li> </ul>
	Review policy of providing full funding for all awarded operating and mobility management projects	<ul style="list-style-type: none"> <li>No change: Retained the full funding policy for all awarded operating and mobility management projects for the 2019-21 grant cycle</li> </ul>
Vanpool Investment Program	Allow grantees more time to purchase vehicles	<ul style="list-style-type: none"> <li>Moved the application and award timeline to an earlier date</li> </ul>
All Grant Programs	Address grant application timelines	<ul style="list-style-type: none"> <li>Released the 2019-21 application cycle timelines for the competitive grant programs on January 5, 2018</li> </ul>
	Increase communication	<ul style="list-style-type: none"> <li>Revised and tested applications and forms internally and externally prior to release</li> <li>Clarified electronic submittal process in application guidance documents</li> <li>Improved file naming convention in application guidance documents</li> </ul>
	Improve applications and forms	<ul style="list-style-type: none"> <li>Staggered grant application deadlines</li> <li>Increased time between grant announcement and application due date</li> </ul>
	Increase training	<ul style="list-style-type: none"> <li>Developed a grants training plan that includes a timeline of deliverables and strategy for evaluation</li> <li>Modified training contract with Community Transportation Association Northwest that includes a greater emphasis on e-learning</li> <li>Provided recorded trainings on development of Coordinated Public Transit-Human Services Transportation Plans</li> <li>Made Consolidated Grant Program application training available via webinar, recorded video and in person at six locations around the state</li> <li>Added a general grant writing session at the Washington State Public Transportation Conference</li> <li>Expanded asset management training to four locations around the state</li> </ul>

# 2017-18 GPAC WORKSHOPS

## Dates

- Spokane: September 14, 2017
- Everett: October 5, 2017
- Olympia: October 24, 2017

## Participants

Chelan-Douglas Transportation Council  
City of Bremerton  
City of Seattle, Department of Transportation  
City of Vancouver  
Clallam Transit  
Council on Aging and Human Services  
    Transportation  
Coastal Community Action Program  
Cowlitz-Wahkiakum Council of Governments  
Community Transportation Association Northwest  
C-Tran  
Everett Transit  
Grays Harbor Transit  
Homage Senior Services  
Human Services Council  
Intercity Transit  
Island Transit  
Jefferson Transit  
Kalispel Tribe of Indians  
King County Metro  
Kitsap Transit  
Lummi Indian Business Council  
Mason Transit  
Northeast Washington RTPO  
Northshore Senior Center  
Okanogan County Transit Authority  
Palouse RTPO  
Peninsula RTPO  
People for People  
Pierce County Human Services  
Pierce Transit  
Puget Sound Regional Council  
Pullman Transit  
Rural Resources  
Mt Si Senior Center, Snoqualmie Valley  
Transportation  
Snohomish County Transportation Coalition  
Special Mobility Services  
Spokane County Commute Trip Reduction  
Spokane Transit  
Thurston Regional Planning Council  
Volunteer Services  
Washington State Department of Social and  
Health Services  
Washington State Ferries  
Washington State Transit Association  
Washington State University  
Whatcom Transportation Authority  
WSDOT Public Transportation Division  
WSDOT Eastern Region Office  
WSDOT Eastern Region Planning  
WSDOT Northwest Region Office  
WSDOT Southwest Region Office

# 2017-18 ONGOING OPERATIONS AND MOBILITY MANAGEMENT APPLICATIONS WORK GROUP

## Dates

Olympia:

- January 11, 2018
- January 24, 2018
- February 14, 2018
- February 20, 2018 – joint meeting with *Regional Ranking of Applications Work Group*
- February 22, 2018

## Participants

Ben Franklin Transit

Cowlitz Tribe

Community Transportation Association Northwest

Grays Harbor Transit

Island Transit

Mason Transit Authority

Okanogan County Transit Authority

Puget Sound Regional Council

Spokane Transit

Washington State Transit Association

Whatcom Transit

WSDOT Public Transportation Division

# 2017-18 REGIONAL RANKING OF APPLICATIONS WORK GROUP

## Dates

Olympia:

- January 9, 2018
- January 30, 2018
- February 9, 2018
- February 20, 2018 – joint meeting with *Ongoing Operations and Mobility Management Applications Work Group*

## Participants

Ben Franklin Transit

Cowlitz-Wahkiakum Council of Governments

Island Transit

Jefferson Transit Authority

Northeast Washington RTPO

Tri County Economic Development District

Palouse RTPO

Peninsula RTPO

Puget Sound Regional Council

Thurston Regional Planning Council

WSDOT Public Transportation Division

# IMPROVEMENTS TO THE CONSOLIDATED GRANT PROGRAM

The following policy improvements were made to the Consolidated Grant Program. This program awards funding to improve public transportation within and between rural communities, provide transportation services between cities, purchase new buses and other equipment, and offer public transportation services to seniors and persons with disabilities. This program is supported by state and federal funding:

- **State Programs**
  - o Paratransit/Special Needs Grant Program
  - o Rural Mobility Grant Program
- **Federal Programs**
  - o Bus and Bus Facilities Infrastructure Investment Program
  - o Enhanced Mobility of Seniors and Individuals with Disabilities
  - o Formula Grants for Rural Areas
  - o Statewide Planning

## Consolidated Grant Program Improvement: Provide continuous funding for ongoing operations and mobility management projects over multiple biennia

The synthesis of state and federal funding sources available in the Consolidated Grant Program allows for a multitude of applicant and project types. However, the frequency of the program's competitive application (every biennium) and the complexity of the application process adds challenges for service providers to budget and service planning. Additionally, approximately 80 percent of Consolidated Grant Program awards have gone to ongoing operations and mobility management projects.<sup>3</sup>

During the 2017-18 GPAC workshops, stakeholders discussed the benefit and cost of requiring Consolidated Grant Program applications every

biennium for ongoing operations and mobility management projects, leading to request to provide continuity of funding for these projects.

The request was forwarded to the *Ongoing Operations and Mobility Management Projects Work Group*, made up of stakeholders from 12 organizations representing rural public transit, tribal transit, nonprofit special needs transportation, and RTPOs. The work group recommended the following:

- Service providers may apply for ongoing operations and mobility management projects for four years of funding through the Consolidated Grant Program.
- WSDOT will compare budget and performance measures in a project's 2017-19 application with requests in its 2019-21/2021-23 application to determine if the project is ongoing operations or an expansion.
- A grantee awarded funds for ongoing operations and mobility management projects for four years will be required to reapply after two biennia.
- Capital, new or expansion projects are only eligible for the two-year application.
- Projects funded in previous biennia with the same objective and with an increase of funding of five percent are considered ongoing projects.

---

<sup>2</sup> More information about these improvement is available in the *Consolidated Grant Program White Papers* at [www.wsdot.wa.gov/Transit/Grants](http://www.wsdot.wa.gov/Transit/Grants)

<sup>3</sup> Mobility management projects include:

- Multifunctional, multiagency teams that promote transportation opportunities and reduce duplicative service.
- One-on-one or small group travel training with the goal of increased mobility.
- Coordinated communication through technological means, such as 211 information lines.



## What Changed?

WSDOT established performance measures to determine if a Consolidated Grant Program project qualifies as a sustaining operations and mobility management project for the first biennium of funding, or for a second biennium of funding without requiring reapplication.

### Performance Measures for Ongoing Operations and Mobility Management Projects

The table below contains performance measures for determining if an ongoing operations and mobility management project may apply for four years of Consolidated Grant Program funding.

What gets measured?*	Change threshold	Outcome	Determination
Grant funding request	≤ 5 percent	No explanation needed	Ongoing operations
	≥ 5.1–10 percent	Explanation needed	Passes or fails reasonableness test
	> 10 percent	Considered expansion	Submit 2019-21 expansion application for that portion
Traditional measures: Revenue Vehicle Hours and Revenue Vehicle Miles	≤ 5 percent	No explanation needed	Ongoing operations
	≥ 5.1–10 percent	Explanation needed	Passes or fails reasonableness test
	> 10 percent	Considered expansion	Submit 2019-21 expansion application for that portion
Non-traditional measures: Objectives as stated in application†	≤ 5 percent	No explanation needed	Ongoing operations
	≥ 5.1–10 percent	Explanation needed	Passes or fails reasonableness test
	> 10 percent	Considered expansion	Submit 2019-21 expansion application for that portion

#### Table Notes:

\* Compares what was pledged and evaluated in the most recent application (2017-19) with requests in the 2019-21/2021-23 application.

† There may be some projects where traditional performance measures (Revenue Vehicle Hours and Revenue Vehicle Miles) do not apply. If the applicant would like the evaluation panel to consider the value of the project based on another measurement, quantifiable objectives and targets can be used in place of traditional performance measures (e.g., number of trainings or outreach, number of passengers served). In order to be eligible to apply for two biennia of funding, the project must have documented those same measures in the previous application.

## Consolidated Grant Program Improvement: Address Regional Transportation Planning Organization ranking and selection of projects

Since 2005, WSDOT has partnered with RTPOs and Metropolitan Planning Organizations (MPO) to identify projects that could be eligible for Consolidated Grant Program funding. WSDOT entered into this partnership to ensure the selection of projects met regional and local needs identified in locally developed Coordinated Public Transit-Human Services Transportation Plans. These plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes. They also provide strategies for meeting these needs and prioritize transportation services for funding and implementation.

Based on this partnership, WSDOT allocates RTPOs and MPOs a number of ranking spots (further delineated into grades) for the following demographic measurements:

- Rurally isolated
- People living in poverty
- People with disabilities
- Seniors
- Veterans
- Youth

During the 2017-18 GPAC workshops, stakeholders discussed the methodology used for allocating ranking spots. Stakeholders noted that single-county RTPOs and MPOs appeared to have a larger share of ranking spots. Areas with very large populations and/or multiple counties felt their allocation of ranking spots were grouped with RTPOs and MPOs that were not similarly sized. Additionally, demographic measures for rural populations did not match Federal Transit Administration definitions, (e.g., the 85+ age group was not included). This led to requests to update demographic measurements and the way they impacted ranking spots for each RTPO and MPO.

The request was forwarded to the *Regional Ranking of Projects Work Group*, made up of stakeholders from 11 organizations representing RTPOs and MPOs, rural public transits, and tribal governments. The work group recommended the following:

- Adjust the rural population measures to match Federal Transit Administration definitions.
- Add demographic data for the 85+ age group.
- Use a combination of methodologies to account for both the raw numbers and per capita populations when evaluating demographic data relevant to the allocation of ranking spots.
- Develop a process for the allocation of regional ranking spots and grading spots to accommodate ongoing operations and mobility management projects applying for four years of funding.
- Update population data biennially, when more current data becomes available.

### What Changed?

WSDOT made the following changes, which were recommended in the 2017-18 GPAC workshops and subsequent work group:

#### Ranking Spots

Ranking spot allocations were changed by:

- Redefining “rural population” to match Federal Transit Administration definitions.
- Adding demographic data for the 85+ age group.
- Distributing ranking spots proportional to the special needs demographics.<sup>4</sup>

These changes were made to ensure more equitable distribution among areas with high and low populations.

---

<sup>4</sup> People with special needs are defined as those who cannot provide transportation for themselves due to age, disability, or income.

### Grades for Four-Year Funding Cycles

For four-year projects, RTPOs have the option near the end of the project's first biennium to decide whether the project will continue into its second biennium with the same or lower grade.

If the project continues through both biennia with the same grade, the RTPO loses the original grade for the second biennium.

If the project receives a lower grade in the second biennium, the RTPO can reassign the project's original grade to a new project in the second biennium. Projects receiving a lower grade in the second biennium must reapply for Consolidated Grant Program funding.

### Regional Ranking Spot Allocation by Biennium

This table contains the projected ranking spots for the next two biennia.

Regional Ranking Spots by Planning Organization	2019-21 & 2021-23* Ranking Spots	Grading Spots		
		A	B	C
Benton-Franklin Council of Governments	14	5	5	4
Chelan-Douglas Transportation Council	17	6	6	5
Cowlitz-Wahkiakum Council of Governments/Southwest Washington RTPO	24	8	8	8
Island RTPO	9	3	3	3
Northeast Washington RTPO	17	6	6	5
Okanogan Council of Governments	9	3	3	3
Palouse RTPO	15	5	5	5
Peninsula RTPO	21	7	7	7
Puget Sound Regional Council	21	7	7	7
Quad-County RTPO	17	6	6	5
San Juan County	9	3	3	3
Skagit Council of Governments	9	3	3	3
Spokane Regional Transportation Council	9	3	3	3
Southwest Washington Regional Transportation Council	17	6	6	5
Thurston Regional Planning Council	9	3	3	3
Walla Walla Valley MPO	9	3	3	3
Whatcom Council of Governments	9	3	3	3
Yakima Valley Council of Governments	9	3	3	3
<b>Total</b>	<b>244</b>	<b>83</b>	<b>83</b>	<b>78</b>

Table Notes:

\* Assumption: The demographic data underlying the allocation of ranking spots remains constant, and is subject to change.

## Consolidated Grant Program Improvement: Examine minimum local match requirement

Projects receiving funding through the Consolidated Grant Program have traditionally been required to commit a minimum local match of 10 percent for ongoing projects. In the 2017-19 biennium, WSDOT had planned to implement a graduated local match requirement, increasing the local match commitment by five percent with each reapplication for an ongoing project. In 2017, WSDOT was instructed by the Legislature to not apply the graduated local match requirement to nonprofit applicants, capping the nonprofit local match requirement at 10 percent.

### What Changed?

For the 2019-21 biennium, WSDOT and stakeholders expanded the 10 percent local match cap to all ongoing projects, regardless of applicant type (nonprofit or transit).

---

## Consolidated Grant Program Improvement: Review policy of providing full funding for all awarded operating and mobility management projects

Prior to the 2015-17 grant cycle, it was WSDOT's policy to make full or partial Consolidated Grant Program awards to fund as many projects as possible. While this allowed for more projects to be funded, projects that had been competitively evaluated were often unable to deliver estimated performance measures with only partial funding.

For the 2017-19 grant cycle, WSDOT moved to a policy of fully funding awarded operating and mobility management projects. With this change, an internal review of a project's budget was implemented before projects were evaluated. The internal budget review allowed WSDOT to provide immediate feedback to applicants about their projects. It also provided transparency and defensibility for award decisions, because the final cost was matched with the final benefit of the project.<sup>5</sup>

Stakeholder feedback during the 2017-18 GPAC process supported the continuation of the internal budget review.

### What Changed?

No change: WSDOT retained the full funding policy for all awarded operating and mobility management projects for the 2019-21 grant cycle.

---

<sup>5</sup> Internal budget review occurs prior to the final application deadline. If adjustments are identified, applicants are provided advanced notice to adjust or right size their budget prior to the submission deadline. WSDOT documents the applicant's response to any suggested adjustments, and includes these responses in the application packet sent to the evaluation panel.



# VANPOOL INVESTMENT PROGRAM IMPROVEMENT

The state-funded Vanpool Investment Program provides grants to transit agencies for purchasing new and replacement vans to expand vanpooling programs.

## Allow grantees more time to purchase vehicles

Van and minivan manufactures typically open their production lines for new model year vehicles in July. Stakeholders for the 2017-18 GPAC process recommended a closer alignment of the Vanpool Investment Program grant cycle timeline to van and minivan manufacturer timelines.

## What Changed?

WSDOT moved the Vanpool Investment Program grant application and award to an earlier date to allow grantees to place orders and receive vehicles earlier than past grant cycles.





# IMPROVEMENTS TO ALL GRANT PROGRAMS

The following improvements were made to the Commute Trip Innovation Program, Consolidated Grant Program, Puget Sound Transit Coordination Grant Program, Regional Mobility Grant Program and Vanpool Investment Program.

## Improvement to All Grant Programs: Increase communication

During the 2017-18 GPAC process, stakeholders recommended improvements in communications, specifically publishing 2019-21 application cycle timelines for the competitive grant programs as early as possible.

### What Changed?

WSDOT released the 2019-21 application cycle timelines for the competitive grant programs on January 5, 2018, which was five months ahead of the first application due date.

---

## Improvement to All Grant Programs: Improve applications and forms

The application and forms for WSDOT's public transportation grant programs have grown in size and complexity. As complexity grows, the chance for errors increases in applications, embedded calculations and forms.

WSDOT has built time into the overall grant cycle timeline for a number of improvements.

### What Changed?

- Revised and tested applications and forms internally and externally prior to release.
- Clarified electronic submittal process in application guidance documents.
- Improved file naming convention in application guidance documents.



# Improvement to All Grant Programs: Address grant application timelines

Several of the state’s transportation service providers are eligible for more than one WSDOT public transportation grant program. However, the process of applying to multiple grant programs can prove difficult, particularly for smaller organizations with limited staff and resources.

## What Changed?

- Staggered grant application deadlines to minimize impact to agencies applying for multiple grant programs (see chart below).
- Increased time between grant announcement and application due date.

### 2019–2021 WSDOT Public transportation grant program timelines

This chart outlines the timelines for the following grant programs

- Regional Mobility Grant Program (RMG)
- Consolidated Grant Program
- Puget Sound Transit Coordination (PSTC)
- Rural Transportation Assistance Program (RTAP)
- Vanpool Investment Grant Program (VIP)
- Commute Trip Innovation Grant Program (CTIG)

	Grant Activity	Start	End	Duration	Q4 17		Q1 18			Q2 18		Q3 18			Q4 18		Q1 19			Q2 19		Q3 19
					Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1	RMG concept letters	2/1/2018	3/1/2018	29d																		
2	RMG Notice of Funding Opportunity (NOFO) – Application due date	6/1/2018	7/13/2018	43d																		
3	RMG Internal Review applications/request changes as needed	7/18/2018	8/10/2018	24d																		
4	RMG revised applications due	8/10/2018	8/10/2018	1d																		
5	RMG External Evaluation Panel ranks projects	8/15/2018	9/7/2018	24d																		
6	Consolidated NOFO – Application due date	7/9/2018	9/14/2018	68d																		
7	Consolidated Internal Review applications/request changes as needed	10/1/2018	12/7/2018	68d																		
8	Consolidated revised applications due	12/7/2018	12/7/2018	1d																		
9	Consolidated External Evaluation Panel ranks projects	1/7/2019	2/8/2019	33d																		
10	PSTC NOFO – Application due date	1/7/2019	2/1/2019	26d																		
11	RTAP NOFO – Application due date	1/14/2019	3/11/2019	57d																		
12	RTAP Evaluation Panel ranks projects	3/18/2019	4/5/2019	19d																		
13	VIP NOFO – Application due date	3/13/2019	4/26/2019	45d																		
14	CTIG NOFO – Application due date	4/8/2019	5/6/2019	29d																		

## Improvement to All Grant Programs: Increase training

During the 2017-18 GPAC, the following training needs were identified:

- Training for the planning organizations relevant to their Coordinated Public Transit-Human Services Transportation Plans development, including the prioritization of projects identified by the plan.
- Additional grant application and grant writing training.
- Additional training resources for rural agencies that cannot travel to trainings.

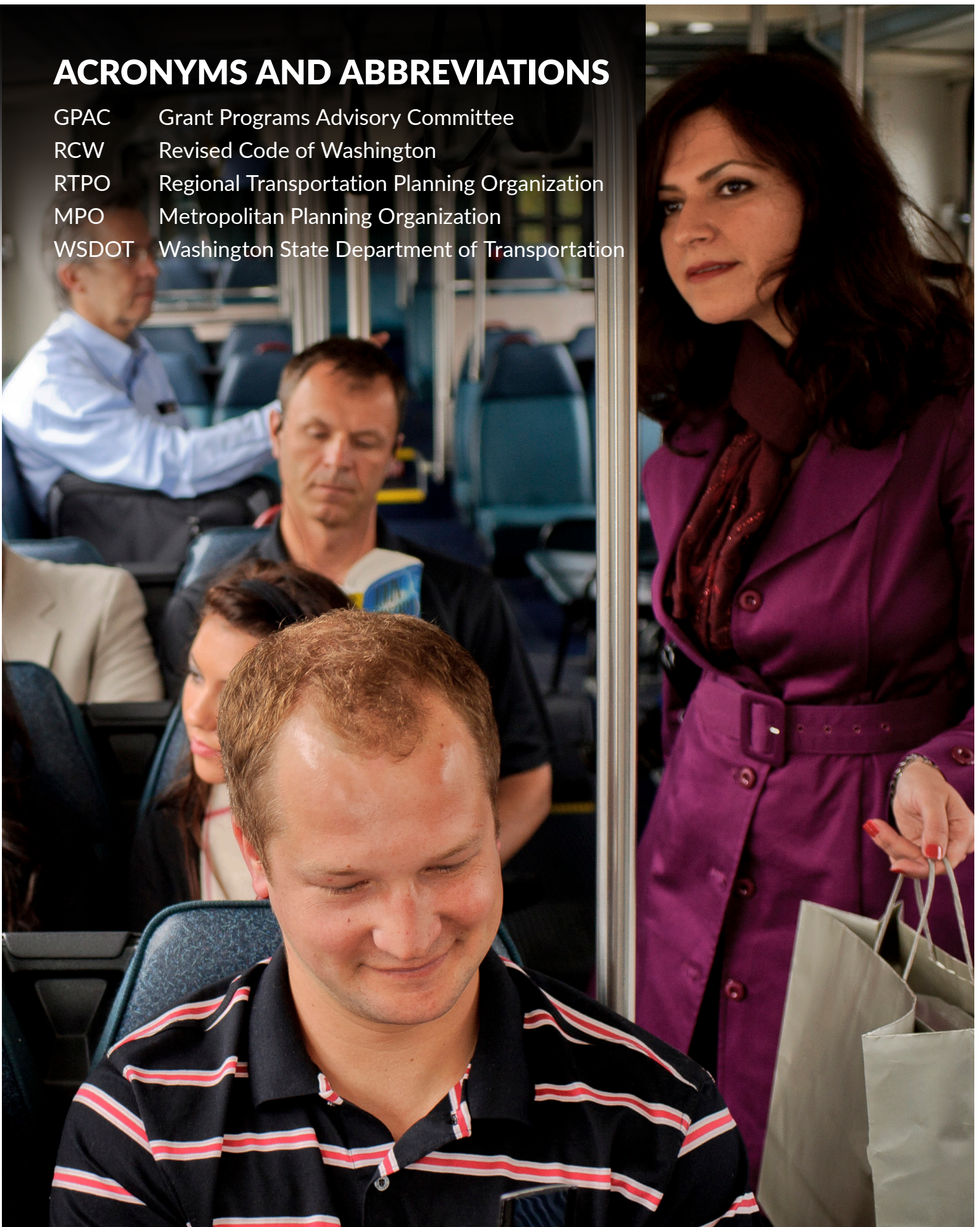
## What Changed?

- Developed a grants training plan that includes a timeline of deliverables and strategy for evaluation.
- Modified training contract with Community Transportation Association Northwest that includes a greater emphasis on e-learning.
- Provided recorded trainings on development of Coordinated Public Transit-Human Services Transportation Plans.
- Made Consolidated Grant Program application training available via webinar, recorded video and in person at six locations around the state.
- Added a general grant writing session at the Washington State Public Transportation Conference.
- Expanded asset management training to four locations around the state.



# ACRONYMS AND ABBREVIATIONS

GPAC	Grant Programs Advisory Committee
RCW	Revised Code of Washington
RTPO	Regional Transportation Planning Organization
MPO	Metropolitan Planning Organization
WSDOT	Washington State Department of Transportation







## **WEBSITES FEATURED**

**RCW 47.66.080**

[apps.leg.wa.gov/RCW/default.aspx?cite=47.66.080](https://apps.leg.wa.gov/RCW/default.aspx?cite=47.66.080)

**WSDOT Public Transportation Grants**

[www.wsdot.wa.gov/Transit/Grants](https://www.wsdot.wa.gov/Transit/Grants)







## MORE INFORMATION

**Nicole Patrick**

**Washington State Department of Transportation**

(360) 705-6930

[patricn@wsdot.wa.gov](mailto:patricn@wsdot.wa.gov)

**Americans with Disabilities Act (ADA) Information:** This material can be made available in an alternate format by emailing the Office of Equal Opportunity at [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

**Title VI Notice to Public:** It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinator at (360) 705-7090.

**Información del acta Americans with Disabilities Act (ADA):** Este material es disponible en un formato alternativo. Envíe su petición por correo electrónico al equipo de Oficina de Igualdad de Oportunidades (OEO) en [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) o llamando gratis, 855-362-4ADA (4232). Personas sordas o con problemas de audición pueden solicitar llamando el relé de estado de Washington al 711. Spanish Solicitudes de alojamiento para personas con discapacidad pueden hacer comunicándose con el equipo de Asuntos de diversidad/ ADA WSDOT en [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) o llamando al número gratuito, 855-362-4ADA (4232). Personas sordas o con problemas de audición pueden solicitar llamando el relé del estado de Washington al 711.

**Notificación de Título VI Al Público:** Es la póliza de el Departamento de Transportes del Estado de Washington de asegurar que ninguna persona sea excluida de participación o sea negado los beneficios, o sea discriminado bajo cualquiera de sus programas y actividades financiado con fondos federales sobre la base de raza, color, origen nacional o sexo, como proveído por el Título VI de el Acto de Derechos Civiles de 1964. Cualquier persona que cree que sus protecciones de Título VI han sido violadas, puede hacer una queja con la Oficina de Igualdad de Oportunidades (OEO). Para información adicional con respecto a procedimientos de quejas de Título VI y/o información con respecto a nuestras obligaciones sin discriminación, por favor de comunicarse con el Coordinador de Título VI de la Oficina de Igualdad de Oportunidades (OEO) 360-705-7090.