

**Kane County ARPA SLFRF Working Group  
Kane County Transportation Assistance Program  
Considerations for Notice of Funding Availability**

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**Notice of Funding Availability for Transportation Assistance Program**

**Description:** This document will serve as the public funding announcement and should be consistent with the requirements per [2 CFR 200.204](#).

**Program Title:** Transportation Assistance Program

**Assistance Listing:** Assistance Listing Program Title is Coronavirus State and Local Fiscal Recovery Funds, and Assistance Listing Number is 21.027.

**Key Dates:** Cost allowability period January 1, 2025 – September 30, 2026; opening date of 10/28/2024, closing date of applications 11/06/2024 at 11:59pm CST.

**Availability Period:** 10 days.

**Funding Availability:** \$60,000.00 total. Each organization may apply for between \$30,000.00 and \$60,000.00. One organization will be selected for funding.

**Program Description:**

The Kane County Transportation Assistance Program is designed to provide essential transportation services to residents of Kane County. Recognizing that access to appointments and services is a fundamental barrier for many individuals, this program aims to ensure that every resident has the means to reach their goals.

Transportation assistance is crucial for several reasons:

- **Eliminating Barriers:** Many individuals face challenges such as lack of reliable transportation, financial constraints, or physical disabilities that make it difficult to attend appointments. By providing transportation assistance, we remove these barriers, making it easier for residents to seek help.
- **Improving Access to Care:** Access to medical appointments is vital for improving health. Transportation assistance ensures that individuals can reach their appointments, fostering regular engagement with healthcare providers and improving treatment outcomes.
- **Reducing No-Show Rates:** Missed appointments can significantly hinder the effectiveness of treatment. By offering reliable transportation options, we aim to reduce no-show rates, ensuring that more individuals receive the care they need.
- **Supporting Overall Community Health:** Access to health care is essential for the well-being of the entire community. When individuals are able to attend their appointments, they are more likely to experience improved physical and mental health, leading to overall healthier families and communities.
- **Encouraging Self-Sufficiency:** By providing transportation assistance, we not only help individuals access needs, but also empower them in their autonomy. This support can lead to

increased confidence and self-sufficiency, encouraging individuals to seek additional resources and support as needed.

To address these challenges, the Kane County Health Department (KCHD) is seeking proposals from organizations to provide transportation assistance to Kane County residents to assist in accessing necessary services and appointments. The purpose of this initiative is to provide transportation to residents of Kane County to increase service accessibility. By reducing transportation barriers, we aim to increase access to necessary services, ultimately fostering better health outcomes.

There will be no income or age requirements to utilize this service. Preference will be given to the Transportation Assistance Proposal that can provide additional assistance to individuals with mobility issues and/or allowing for at least one free companion rider.

This program is limited to a maximum possible award amount of \$60,000.00 and a minimum award amount of \$30,000.00 for eligible expenses detailed in the table below. Kane County will determine the grant amount for the organization. All awards under this program shall be issued as grants and shall be disbursed to grantees on a reimbursement basis. Grantees will be expected to enter into a funding agreement with the County of Kane and shall be required to present appropriate documentation in order to substantiate their request(s) for reimbursement. All awarded grant funds must be spent before 9/30/2026. Documentation to request reimbursement should be submitted by 10/31/26. Any organization needing an extension for grant fund expenditure must submit such request to the Kane County American Rescue Plan Program Manager in writing forty-five (45) days prior to the 10/31/26 deadline. Any request for extension must be approved by the Kane County Board prior to the end of the funding agreement's period of performance.

**Eligibility Criteria:**

Organizations must meet the following criteria:

1. Provide rides to and from essential appointments and services including:
  - Behavioral Health and other medical appointments
  - Social service appointments
  - Food access
  - Court
  - Applying for benefits
  - Additional transport necessary to access social or mental health services may be approved at the discretion of the County
2. Organization must have the capacity for both:
  - On-demand rides: Ability to provide immediate transportation to and from services or appointments directly or by utilizing local ride-sharing services or taxi companies
  - Scheduled rides: Arranging transportation in advance for services or appointments
3. Must have wheelchair accessibility
4. Preference will be given to the Transportation Assistance Proposal that can provide at least one of the following additional services:
  - Assisting individuals with mobility issues
  - Allowing for at least one free companion rider

5. Must meet the following parameters over 21 months from 1/1/25 – 9/30/26 (include these calculations in application):
  - Minimum number of rides 1,200
    - Example calculation:  $\$60,000 / \$50 \text{ per ride} = 1,200 \text{ rides}$
  - Maximum number of rides: 6,000
    - Example calculation:  $\$60,000 / \$10 \text{ per ride} = 6,000 \text{ rides}$

Must have incurred eligible expenses during this time: 1/1/25 – 9/30/26.

### **Evaluation Criteria:**

The County will evaluate applications to determine if the applicants meet the eligibility requirements. Awards will be made at the County's discretion based on the evaluation criteria.

Award amounts will be evaluated based on need demonstrated by budget information submitted as part of the application. Applications must be complete to be considered. Award amounts are subject to funding availability.

The County will consider the following evaluation criteria for applications.

### **Proposal Evaluation Criteria and Rating System:**

#### **1. Organizational Background (20 points)**

- 20: Organization has extensive experience in transportation-related initiatives, a strong track record, and the necessary capacity and resources to implement the project.
- 15: Organization has relevant experience and demonstrated ability in transportation assistance projects, but may have some minor gaps in resources or capacity.
- 10: Organization has some experience in related fields but lacks direct experience in transportation assistance, with moderate concerns about capacity.
- 5: Organization has limited or no experience in transportation projects and lacks sufficient capacity or resources to manage the proposal.
- 0: Organization has no relevant experience or capacity to implement the project.

#### **2. Proposed Approach (30 points)**

- 30: The approach is comprehensive, well-defined, and highly feasible. It includes specific strategies to ensure accessibility for individuals with mobility challenges, including wheelchair accessibility. The proposal demonstrates a commitment to providing equal access for all users, with innovative solutions and accommodations tailored to the needs of diverse populations.
- 20: The approach is clear and practical, with attention to accessibility for individuals with mobility issues and wheelchair access. Some minor details may be missing, but the overall plan demonstrates a solid commitment to ensuring inclusivity.
- 15: The approach addresses accessibility, but may lack sufficient detail regarding how specific mobility challenges will be met. While there is some focus on inclusivity, more clarity and planning are needed.

- 10: The approach mentions accessibility but provides little to no detail on how it will accommodate individuals with mobility issues or wheelchair access. Major concerns about inclusivity or access remain unaddressed.
- 0: The approach does not address accessibility or the needs of individuals with mobility challenges, including wheelchair access.

### 3. Evaluation Plan and Expected Outcomes (20 points):

- 20: The evaluation plan is comprehensive and includes clear, measurable outcomes, such as tracking the total number of rides provided. It includes a plan for monitoring and reporting ride data. The plan outlines how these metrics will be used to assess project impact, such as the effectiveness of transportation access for target populations.
- 15: The evaluation plan is well-structured with measurable outcomes, including monitoring the number of rides given. While the plan may be missing some details on tracking progress or adjusting strategies, it demonstrates a clear method for assessing success and impact through ride data.
- 10: The evaluation plan includes basic tracking of the number of rides provided but lacks depth in terms of other metrics or a clear method for analyzing the data to assess overall project success.
- 5: The evaluation plan mentions ride data but lacks a clear approach to monitoring or using this information to assess effectiveness. The plan does not provide sufficient detail to ensure proper tracking of outcomes.
- 0: The evaluation plan does not include tracking of the number of rides or any other clear metrics to measure project success.

### 3. Budget and Timeline (20 Points)

- 20: Budget is highly detailed, reasonable, and cost-effective with a clear, achievable timeline including specific milestones.
- 15: Detailed budget with minor gaps, generally cost-effective, timeline is feasible with a few minor concerns.
- 10: Budget is provided but lacks some detail or appears slightly unreasonable, timeline is somewhat unclear or unrealistic.
- 5: Budget is incomplete or lacks rationale, timeline is vague or unrealistic.
- 0: No budget or timeline provided.

### **Total Possible Points: 100**

This evaluation criteria and rating system assess proposals on their organization background, proposed approach, evaluation plan, and the combined budget and timeline to effectively serve our county.

## Eligible Expenses

Expense Type	Description	Detailed Description
Programmatic Expenses	Expenses related to the operation of behavioral health programs.	Programmatic Expenses. This may include costs associated with the operation of the programs that the County has approved grant funding for.
Operational Expenses	Expenses related to the operation of organizations	Operational expenses. This may include non-C-suite payroll, contracted labor such as staffing agencies, and goods and services required for operation.
Rent/Mortgage	Rent/mortgage payments for the physical place of business, limited to unpaid rent/mortgage	Rent and mortgage payments at locations where your organization is serving Kane County clients. This may include, rent, lease, and mortgage payments. Acquisition of real property is not allowed.

### Application Preparation & Submission:

Proposals must be submitted electronically to Kim Peterson, Director for Community Health, Kane County Health Department, [petersonkim@kanecountyil.gov](mailto:petersonkim@kanecountyil.gov). Please include **“Transportation Assistance Program Application”** in the email subject line. Late submissions will not be considered.

For questions or more information, please contact Kim Peterson, Director for Community Health, Kane County Health Department, [petersonkim@kanecountyil.gov](mailto:petersonkim@kanecountyil.gov)

Interested organizations must submit the following:

**1. Organizational Background:**

- A detailed description of the organization’s experience in providing transportation to and from essential services in Kane County.

**2. Proposed Approach:**

- A narrative describing the approach to eliminating barriers with transportation services, including wheel-chair accessibility, on-demand rides, scheduled rides, and ability to assist individuals with mobility issues and/or allowing for a companion rider/assistance.

**3. Evaluation Plan and Expected Outcomes:**

- A plan for monitoring and evaluating the project’s effectiveness, including expected outcomes of increasing the number of Kane County residents accessing services and appointments and enhanced awareness of available transportation services among Kane County residents.

4. **Budget and Timeline:**

- A detailed budget proposal, including all costs associated transportation services, such as vehicle renting, operational costs (fuel and maintenance), driver personnel and training, and marketing and outreach to raise awareness of services, etc. The budget should demonstrate a clear plan for the delivery of transportation services, including costs per ride.

**Appeals:** If your application is deemed ineligible, an appeal may be submitted to the Kane County ARP Program Manager within three (3) calendar days of notification to [KaneARPA@co.kane.il.us](mailto:KaneARPA@co.kane.il.us). Appeals must be on organizational letterhead and signed by an authorized representative of the applicant. Information should include a description of how your organization meets the eligibility requirements and any supporting documentation you deem relevant. Awarded amounts are considered final and the County will not consider appeals requests for awarded amounts.