

**Monadnock Regional Coordinating Council
For Community Transportation**

AGENDA

**June 20, 2023
9:00 a.m.**

**Southwest Region Planning Commission
37 Ashuelot Street, Keene, NH**

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| I. | Welcome | (9:00 a.m.) |
| II. | Minutes of May 16, 2023 | (9:05 a.m.) |
| III. | Treasurer's Report/Trip Purposes & Categories Discussion | (9:10 a.m.) |
| IV. | MRCC Officers Slate | (9:30 a.m.) |
| V. | FTA Title VI Plan | (9:40 a.m.) |
| VI. | Transportation Equity Project Proposals | (9:50 a.m.) |
| VII. | Partner Updates | (10:05 a.m.) |
| VIII. | Mobility Manager Update | (10:15 a.m.) |
| IX. | Next Meeting | (10:25 a.m.) |
| X. | Adjourn | (10:30 a.m.) |

**Monadnock Regional Coordinating Council
For Community Transportation**

Minutes

May 16, 2023

Present: Ellen Avery, Chair, *Community Volunteer Transportation Corporation (CTVC)*; Charlie Pratt, Vice Chair, *Home Health Care, Hospice & Community Services (HCS)*; Suzanne Bansley, Treasurer, *Cheshire County*; Mary Jensen, Secretary, *Keene Senior Center (KSC)*; Frank Dobisky, *Thomas Transportation (TT)*; Sally Malay, *Keene Housing Kids Collaborative (KHKC)*.

SWRPC Staff Present: Terry Johnson, *Senior Project Manager*; Rich Clough, *Office Support Specialist*.

Guests Present: Erika Alusic-Bingham, *Southern New Hampshire Services (SNHS)*; Teri Palmer, *NH Statewide Mobility Manager*; Candy Reed, *Sullivan County Mobility Manager*; Jennifer Robinson, *Cheshire County*.

I. Welcome

Chair Avery called the meeting to order at 9:04 a.m., introductions were made.

II. Approval of April 18, 2023 Minutes

Motion: To approve the minutes of April 18, 2023.

Motion by Frank Dobisky, seconded by Suzanne Bansley. Approved by unanimous vote.

III. Treasurer's Report

Suzanne Bansley reported on budget drawdowns for April, noting that CTVC has spent more funds than anticipated and that HCS usage has dropped. Charlie Pratt stated that HCS had to use other funds for April but there would be an increase in drawdowns in coming months. Suzanne Bansley noted that a budget revision is needed to reallocate \$50,000 from the NH Department of Transportation (NHDOT) budget to address shortfalls. She also stated that she would contact the NHDOT about the revision and she will share the outcome of the discussion with the MRCC. Terry Johnson asked if there was a need to reconcile the NH Department of Health and Human Services (NHDHHS) budget. Suzanne Bansley noted that there was no change and it would not be necessary. She stated that she would need an estimate from HCS on expected spending for the Tuesday and Thursday Shopping Shuttle service to help with budget planning for the next fiscal year. Terry Johnson noted that expenditures to date on many line items are running higher than anticipated. Teri Palmer stated that Section 5311 funds might be available to help cover shortfalls and help sustain current projects. She recommended that transportation providers contact Fred Butler of NHDOT for information. Suzanne Bansley noted that with the additional trips being charged to the NHDHHS budget, providers will need additional funds by November or December of this year. Terry Johnson noted that multiple organizations have indicated interest in soliciting NHDHHS Transportation Equity funds including the Keene Senior Center. Suzanne Bansley stated that they should still apply even if the funds have run out. It is important to demonstrate need in applications. She said the NHDOT budget revision would need to be approved by the MRCC.

Motion: To reallocate the amount of \$20,000 from the Regional Mobility Manager line item in the NHDOT Enhanced Mobility budget to Purchase of Services as follows: \$3,000 for HCS scheduled

and demand response services, \$15,800 for CVTC volunteer driver services, and \$1,200 for Keene Senior Center volunteer driver services.

Motion by Suzanne Bansley, seconded by Mary Jensen. Approved by unanimous vote with Ellen Avery, Charlie Pratt and Mary Jensen abstaining.

Sally Malay asked about the duration of funds for current Transportation Equity projects and whether there is any carry over. Suzanne Bansley explained that Cheshire County will de-obligate funds on May 31, 2023 and that unexpended funds will be reallocated to new agreements to be effective on June 1, 2023.

IV. Community Transportation Collaborative Discussion

Terry Johnson provided an update on the background of the Community Transportation Collaborative (CTC) workgroup and its purpose. He stated that the group is exploring multiple strategies for creating a transportation service, the management and cost of which would be shared by multiple organizations. The purpose is to reduce the costs and challenges of providing transportation services to youth from low-income families and other transit-dependent groups. The workgroup is exploring multiple strategies. One strategy involves shared use of underutilized vehicles. This would entail surveying agencies that provide transportation services to create a regionwide vehicle inventory, establishing agreements with agencies that participate in the network, developing an operating model for scheduling of vehicles and financial management, securing funding to support the network, and recruitment of drivers. A second strategy involves establishing a centralized scheduling/dispatch center, or one call-one click system, in which multiple transportation agencies participate, including human services agencies that provide transportation services. The system would be funded through federal and other sources and financial contributions from agencies in the network.

Terry Johnson provided additional background information and stated that he is seeking input from the MRCC on behalf of the workgroup. He noted that the workgroup's efforts fit into a larger effort to establish a new transit and community transportation operations and governance model for the region, a recommendation that emerged from the Microtransit and Fixed-Route Transit Study recently completed by a consultant on behalf of SWRPC and HCS. He said that SWRPC has secured NHDOT funding to support the latter project which is scheduled to begin in July of this year.

Terry Johnson said the CTC workgroup has begun to look at case studies and examples of one call-one click models being implemented elsewhere. He highlighted TripLink as an example of a one call-one click type system being operated by the COAST transit agency in the New Hampshire seacoast area. Terry Johnson recently interviewed the individual who oversees TripLink. Seven transportation programs participate in TripLink, which features a central call center for booking and dispatching rides and a common rider application for all transportation services.

Frank Dobisky, a CTC workgroup participant, asked if it would be possible for workgroup members to visit the operations. Terry Johnson replied he had asked the same question of his TripLink contact who would welcome a visit. Frank Dobisky asked if there was sustainable funding currently available for such a program. Terry Johnson replied that TripLink is funded through federal transportation grants, private foundation grants, donors, and contributions from participating transportation providers. Teri Palmer said that NHDOT has funding available through its Section 5307, 5310 and 5313 programs. She also reported that other programs in the state have centralized ride coordination services. Coordination of rides from the volunteer driver program and other on-demand services in the Mid-State Region all goes through the Community Action Program. In terms of shared vehicle use, she noted that Plymouth State University student buses allow public access from shopping centers, and they receive some municipal assistance.

Teri Palmer recommended it will be helpful to build community and funding support through a public outreach campaign. She said other regions have had success engaging local Chambers of Commerce to sponsor forums. Sally Malay reported that she tries to expand awareness of youth transportation issues at interagency meetings. Terry Johnson reported that the upcoming transportation operations and governance model study will include a public engagement component to be launched during the early phases of the project after it begins in July. Chair Avery asked if there is a time constraint regarding the need to establish a Community Transportation Collaborative model. Terry Johnson replied in the affirmative. He said current funding for the KHKC youth transportation and other Transportation Equity funded projects ends in May 2024.

V. MRCC Officers

Chair Avery noted that it is time for the MRCC to select officers for the upcoming two-year term beginning July 1, 2023. She announced she will be stepping down as Chair after serving for two terms. She thanked the MRCC for its good energy around improving community transportation and SWRPC for its staff support. Frank Dobisky agreed to accept the nomination for Chair, Charlie Pratt as Vice Chair, and Mary Jensen as Secretary. Suzanne Bansley indicated that a representative from Cheshire County is able to serve as Treasurer. The officer slate will be put before the MRCC for an official vote at the June meeting.

VI. Partner Updates

Teri Palmer reported that the NH Council on Aging had indicated support for transportation initiatives to improve outreach, decrease social isolation, provide a resource to participate in a variety of activities, and that NH House Bill 2 included one-million dollars of funding to support transportation initiatives. Mary Jensen noted that KSC has submitted a Transportation Equity project solicitation for \$8,850 to recruit more Cheshire Village at Home volunteer drivers and members, in particular targeting people 50-60 years of age and older. She stated that if the number of drivers increased it would improve services and thus increase membership. Teri Palmer recommended that outreach and education include community forums, expos, and other public events. Mary Jensen reminded the MRCC of a volunteer fair today from 2:00 to 5:00 p.m. at the Keene Ice Arena. Chair Avery said that the fair would be a good place to network. She also reported that the Monadnock Community Hospital was celebrating its 100-year anniversary on Saturday, June 3rd in Peterborough.

VII. Mobility Manager Update

Terry Johnson reported on outreach to municipalities and that the town of Jaffrey and Winchester signed a resolution in support of the NH Public Transportation Coalition's efforts to secure more funding for transit and community transportation in the State budget.

VIII. Next Meeting

The next meeting is scheduled for June 20, 2023.

IX. Adjourn

Meeting adjourned at 10:34 a.m.

Respectfully submitted,

Rich Clough
Office Support Specialist

Agenda Item IV

Date: June 20, 2023
To: Monadnock Regional Coordinating Council
From: Mobility Manager

RE: Officers Slate, July 1, 2023 to June 30, 2025

<u>Position</u>	<u>Name</u>
Chair	Frank Dobisky, Thomas Transportation
Vice Chair	Charlie Pratt, Home Healthcare Hospice and Community Services
Treasurer	Jennifer Robinson, Cheshire County
Secretary	Mary Jensen, Keene Senior Center

DOT Enhanced Mobility SFY23

GRANT BUDGET LINE ITEM	ORIGINAL	REVISION 6.21.22	REVISION 5.18.23	BUDGET	2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response	\$ 54,227.00	\$ 240.00	\$ 3,000.00	\$ 57,467.00	\$ 4,485.81	\$ 49,226.83	\$ 8,240.17
POS: CVTC volunteer driver	\$ 41,464.00	\$ 15,338.00	\$ 15,800.00	\$ 72,602.00	\$ 8,427.95	\$ 69,209.57	\$ 3,392.43
POS: CVTC accessible transportation	\$ 1,320.00	\$ 300.00		\$ 1,620.00	\$ 101.00	\$ 956.00	\$ 664.00
POS: Keene Senior Center volunteer driver	\$ 1,158.00	\$ -	\$ 1,200.00	\$ 2,358.00	\$ 654.74	\$ 1,812.74	\$ 545.26
Subtotal Direct POS Expenses	\$ 98,169.00	\$ 15,878.00	\$ 20,000.00	\$ 134,047.00	\$ 13,669.50	\$ 121,205.14	\$ 12,841.86
MM: HCS compliance (mobility management)	\$ 240.00	\$ (240.00)		\$ -	\$ -	\$ -	\$ -
MM: CVTC mobility management	\$ 54,734.00	\$ (15,638.00)		\$ 39,096.00	\$ 2,986.24	\$ 35,834.88	\$ 3,261.12
MM: Regional Mobility Manager	\$ 50,000.00	\$ -	\$ (20,000.00)	\$ 30,000.00	\$ 7,653.91	\$ 17,001.99	\$ 12,998.01
Subtotal Direct MM Expenses	\$ 104,974.00	\$ (15,878.00)	\$ (20,000.00)	\$ 69,096.00	\$ 10,640.15	\$ 52,836.87	\$ 16,259.13
Total Direct Costs	\$ 203,143.00	\$ -	\$ -	\$ 203,143.00	\$ 24,309.65	\$ 174,042.01	\$ 29,100.99
MM: Indirect/mobility mgt (5% of direct)	\$ 10,157.00	\$ -		\$ 10,157.00	\$ 1,215.48	\$ 8,702.12	\$ 1,454.88
Subtotal MM Expenses	\$ 115,131.00	\$ (15,878.00)	\$ (20,000.00)	\$ 79,253.00	\$ 11,855.63	\$ 61,538.99	\$ 17,714.01
TOTAL GRANT EXPENDITURES	\$ 213,300.00	\$ -	\$ -	\$ 213,300.00	\$ 25,525.13	\$ 182,744.13	\$ 30,555.87
Cumulative					\$ 182,744.13	TOTAL EXP	BALANCE
Grant Exp Percent of Total Project	80.0%			80.0%	80.0%	80.0%	80.0%

0.655 as of 1/1/23

SERVICE QUANTITY	ORIGINAL	REVISION 6.21.22	REVISION 5.18.23	BUDGET	2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response	834			834	74.76	820	14
POS: CVTC volunteer driver	74,043			74,043	12,867.10	108,242	-34,199
POS: CVTC accessible transportation	12			12	2.00	8	4
POS: Keene Senior Center volunteer driver	2,068			2,068	1,047.58	2,900	-832

MATCH	ORIGINAL	REVISION 6.21.22	REVISION 5.18.23	BUDGET	2023.05	TOTAL EXP	BALANCE
DOT # of hours needed	3,555.00			3,555.00	354.52	2,538.16	1,016.84
TOTAL DOT MATCH	\$ 53,325.00			\$ 53,325.00	\$ 6,381.28	\$ 45,686.05	\$ 7,638.95
Cumulative					\$ 45,686.05	TOTAL EXP	BALANCE
Match Percent of Total Project				20.0%	20.0%	20.0%	20.0%

TOTAL PROJECT	\$ 266,625.00	\$ -	\$ -	\$ 266,625.00	\$ 31,906.41	\$ 228,430.18	\$ 38,194.82
CUMULATIVE					\$ 228,430.18		

DOT Enhanced Mobility SFY23

Ambulatory (1-way) Trips Needed					2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response					206	2,125	
POS: CVTC volunteer driver					561	5,309	
POS: CVTC accessible transportation					0	6	
POS: Keene Senior Center volunteer driver					74	250	
TOTAL TRIPS REQUESTED					841	7,690	

Ambulatory (1-way) Trips Denied					2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response					6	24	
POS: CVTC volunteer driver					103	817	
POS: CVTC accessible transportation					0	2	
POS: Keene Senior Center volunteer driver					0	1	Unmet Need
TOTAL TRIPS DENIED					109	844	11.0%

AMBULATORY (1-way) TRIPS PROVIDED	ORIGINAL	REVISION 6.21.22	REVISION 5.18.23	BUDGET	2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response	1,880			1,880	200	2,101	(221)
POS: CVTC volunteer driver	5,000			5,000	458	4,492	508
POS: CVTC accessible transportation				0	0	0	0
POS: Keene Senior Center volunteer driver	850			850	74	203	647
TOTAL (1-way) TRIPS PROVIDED	7,730			7,730	732	6,796	934

ACCESSIBLE (1-way) TRIPS PROVIDED	ORIGINAL	REVISION 6.21.22	REVISION 5.18.23	BUDGET	2023.05	TOTAL EXP	BALANCE
POS: HCS scheduled and demand-response	20			20	6	121	(101)
POS: CVTC volunteer driver	0			0	0	0	0
POS: CVTC accessible transportation	39.5			40	2	12	28
POS: Keene Senior Center volunteer driver	0			0	0	0	0
TOTAL ACCESSIBLE (1-way) TRIPS	60			60	8	133	(74)

TOTAL TRIPS PROVIDED	7,790			7,790	740	6,929	861
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DOT Enhanced Mobility SFY23

BUDGET REVISIONS

2022.06.21 Budget Revision: The MRCC met in person on 5/17/22 and voted on a budget allocation for SFY23 to reduce HCS mobility management budget by \$240 and increase their demand-response budget by the same; to reduce CVTC's mobility management budget by \$15,638 and increase accessible by \$300 and volunteer driver by \$15,338. Fred Butler approved 6/22/22.

AGREEMENTS

Subrecipient Agreement POS HCS scheduled and demand-response: MRCC Approved 6/21/22, DOT approved 6/22/22; Agreement executed 7/15/22 with an initial budget of \$54,467 and a term of 7/1/22-6/30/23.

Subrecipient Agreement CVTC: MRCC Approved 6/21/22, DOT approved 6/22/22; Agreement executed 7/15/22 with an initial budget of \$58,422 for accessible and volunteer driver and \$39,096 for mobility management + \$53,325 match contribution to the grant and a term of 7/1/22-6/30/23.

Subrecipient Agreement POS Keene Senior Center volunteer driver: MRCC Approved 6/21/22, DOT approved 6/22/22; Agreement executed 7/15/22 with an initial budget of \$1,158 and a term of 7/1/22-6/30/23.

Subcontractor Agreement SWRPC-RMM: DHHS approved 3/8/22; DOT approved 3/8/22; MRCC approved 10/19/21; Agreement executed 6/21/22; budget \$240,000, term 6/1/22-5/31/23.

DEFINITIONS

RIDE or TRIP: represents a one-way transit or one segment/leg of a roundtrip or multiple stops. The words ride and trip are used interchangeably for the purpose of this report.

ELIGIBLE RIDER: an individual who lives in the Monadnock service region and is over the age of 60 or who live with a disability.

REQUESTED TRIPS: a ride requested by an eligible rider and not later canceled by the rider (or their doctor, family member, or another person/entity on behalf of the rider). Cancelled trips/rides do not count as a request as the cancellation of the ride cancels out the need for the ride.

UNMET NEED/DENIED RIDE: any 5310-eligible person's ride request that cannot be accommodated by one of the POS5310 providers. All denied rides should be referred to the unmet need provider pool. It doesn't matter why the provider could not accommodate the ride (driver cancellation, weather, car/bus broke down, not during agency's service hours, destination outside service area, etc.). If an eligible rider wants a ride that a POS5310 provider cannot provide, it counts as an unmet need/denied ride according to this definition.

County of Cheshire, Grants Department
Financial Activity DOT5310 SFY22-23.xlsx - Exp SFY23

INV DATE	VENDOR/PAYEE	DESCRIPTION	BUDGET CATEGORY	INVOICE#	GRANT AMT	REPORTED
05-31-23	Keene Senior Citizens Center	POS May	POS: Keene Senior Center volunteer driver	POS 2023.05 KSC	\$ 654.74	2023.05
05-31-23	VNA at HCS	74.76hr: @* \$25 = \$1869.09 to DHHS, @ \$60 = \$4485.81 to DOT	POS: HCS scheduled and demand-response	POS 2023.05	\$ 4,485.81	2023.05
05-31-23	SWRPC	RMM May	MM: Regional Mobility Manager	8287	\$ 7,653.91	2023.05
05-31-23	CVTC	POS accessible/volunteer driver March	POS: CVTC accessible transportation	1400	\$ 101.00	2023.05
05-31-23	CVTC	POS amulatory/volunteer driver March	POS: CVTC volunteer driver	DOT POS 2023.05	\$ 8,427.95	2023.05
05-31-23	CVTC	Mobility Management May	MM: CVTC mobility management	986	\$ 2,986.24	2023.05
TOTAL					\$ 24,309.65	TOTAL

DOT Enhanced Mobility SFY23

Purpose of Trips Given (accessible and ambulatory)

HCS	2023.05	TOTAL	%
Medical	65	905	41%
Work	4	46	2%
Education	0	0	0%
Agency	0	0	0%
Shopping/Food	114	1,060	48%
Social/Family	8	105	5%
Personal/Other (Pharmacy, Post Office, Bank, etc)	15	108	5%
Purpose Subtotal	206	2,224	
Rides provided reported on Summary	206	2,222	

CVTC	2023.05	TOTAL	%
Medical	283	2,758	61%
Work	18	183	4%
Education	0	0	0%
Agency	0	2	0%
Shopping/Food	135	1,289	29%
Social/Family/Home	6	20	0%
Other (Pharmacy, Post Office, Bank, etc)	18	256	6%
Purpose Subtotal	460	4,508	
Rides provided reported on Summary	460	4,504	

Keene Senior Center	2023.05	TOTAL	%
Medical	40	120	50%
Work	0	0	0%
Education	0	0	0%
Agency	0	0	0%
Shopping/Food	34	101	42%
Social/Family	0	2	1%
Personal/Other(Pharmacy, Post Office, Bank, etc)	0	15	6%
Purpose Subtotal	74	238	
Rides provided reported on Summary	74	203	

TOTAL - All organizations	2023.05	TOTAL	%
Medical	388	3,783	54%
Work	22	229	3%
Education	0	0	0%
Agency	0	2	0%
Shopping/Food	283	2,450	35%
Social/Family	14	127	2%
Personal/Other(Pharmacy, Post Office, Bank, etc)	33	379	5%
Purpose Subtotal	740	6,970	
Rides provided reported on Summary	740	6,929	

DOT Enhanced Mobility SFY23

Reasons for Denials of Requested Rides to Eligible Riders

HCS - Rides Denied	2023.05	TOTAL
Location inaccessible	0	0
Driver unavailable	0	0
Bus filled	0	0
Technical error	0	0
Vehicle unavailable	0	0
Not enough notice	0	0
Rider issues	0	0
Driver issues	0	0
Outside operating hours	2	9
Outside operating area	4	17
No-call/no-show	0	0
Medicaid eligible	0	0
Weather	0	5
Other	0	0
Reason not provided	0	0
Denial Subtotal	6	31
Denied rides reported on Summary	6	24

CVTC - Rides Denied (registered & un-reg)	2023.05	TOTAL
Location inaccessible	0	0
Driver unavailable	99	737
Bus filled	0	0
Technical error	0	8
Vehicle unavailable	0	0
Not enough notice	0	8
Rider issues	0	12
Driver issues	4	24
Outside operating hours	0	0
Outside operating area	0	4
Outside of trip purpose	0	14
No-call/no-show	0	0
Medicaid eligible	0	2
Weather	0	0
Other	0	8
Reason not provided	0	0
Denial Subtotal	103	817
Denied rides reported on Summary	103	819

Keene Senior Center - Rides Denied	2023.05	TOTAL
Location inaccessible	0	0
Driver unavailable	0	0
Bus filled	0	0
Technical error	0	0
Vehicle unavailable	0	0
Not enough notice	0	0
Rider issues	0	0
Driver issues	0	0
Outside operating hours	0	0
Outside operating area	0	0
No-call/no-show	0	0
Medicaid eligible	0	0
Weather	0	0
Other	0	1
Reason not provided	0	0
Denial Subtotal	0	1
Denied rides reported on Summary	0	1

DENIALS	2023.05	TOTAL
HCS	6	31
CVTC	103	817
Keene Senior Center	0	1
TOTAL DENIALS	109	849

DOT Enhanced Mobility SFY23

Referrals made between and from agencies

HCS - Referrals to Other Agencies	2023.05	TOTAL
CVTC	4	15
VET	0	0
HCS	0	0
Jaffrey Ambulance	0	0
Diluzio Ambulance	0	1
Merit Care	0	0
Friendly Bus	0	0
City Express	1	1
Adventure Limo	1	2
Thomas Trans	0	0
Taxi	0	0
211 & NH Rideshare	0	0
Other/various/mixed/cannot decipher	0	2
Reason not provided	0	0
Referral Subtotal	6	21

CVTC - Referrals (registered & un-reg)	2023.05	TOTAL
CVTC	0	0
VET	0	0
HCS	0	0
Jaffrey Ambulance	0	0
Diluzio Ambulance	0	1
Merit Care	0	0
Friendly Bus	1	5
City Express	0	3
Adventure Limo	0	0
Thomas Trans	0	0
Taxi	5	35
211 & NH Rideshare	0	2
Other/various/mixed/cannot decipher	10	247
Reason not provided	0	0
Referral Subtotal	16	293

Keene Senior Ctr - Referrals to Other Agencies	2023.05	TOTAL
CVTC	0	0
VET	0	0
HCS	0	0
Jaffrey Ambulance	0	0
Diluzio Ambulance	0	0
Merit Care	0	0
Friendly Bus	0	0
City Express	0	0
Adventure Limo	0	0
Thomas Trans	0	0
Taxi	0	0
211 & NH Rideshare	0	0
Other/various/mixed/cannot decipher	0	0
Reason not provided	0	0
Referral Subtotal	0	0

REFERRALS	2023.05	TOTAL
HCS	6	21
CVTC	16	293
Keene Senior Center	0	0
TOTAL REFERRALS	22	314

Summary of Expenditures
DHHS/MRCC - Transportation Equity

BUDGET LINE ITEM	INITIAL ALLOCATION		UNOFFICIAL / INTERNAL TRANSFERS	DEOBLIGATED INTERNALLY MAY 31	DRAFT ALLOCATE SFY 24	BUDGET	2023.05	TOTAL EXP	BALANCE
	SFY22	SFY23							
01_Subcontract: SWRPC	\$ 70,000.00	\$ 70,000.00		\$ (66,582.77)	\$ 120,460.00	\$ 193,877.23	\$ -	\$ 73,417.23	\$ 120,460.00
02_POSSupF: HCS Tuesday Shopping Trips			\$ 30,000.00	\$ (12,395.75)	\$ 25,215.00	\$ 42,819.25	\$ 1,613.60	\$ 17,604.25	\$ 25,215.00
03_HCS Feasibility Study - completed			\$ 1,800.00	\$ (745.61)		\$ 1,054.39	\$ -	\$ 1,054.39	\$ -
04_POSSupA: SFY22 KSC - completed			\$ 1,350.00	\$ (426.99)		\$ 923.01	\$ -	\$ 923.01	\$ -
05_POSSupB: SFY22 CVTC access - completed			\$ 1,320.00	\$ (1,009.78)		\$ 310.22	\$ -	\$ 310.22	\$ -
06_POSSupC: SFY22 CVTC vol driver - completed			\$ 10,416.00	\$ (3,238.59)		\$ 7,177.41	\$ -	\$ 7,177.41	\$ -
07_POSSupD: SFY22 HCS accessible - completed			\$ 8,500.00	\$ (649.35)		\$ 7,850.65	\$ -	\$ 7,850.65	\$ -
08_POSSupE: SFY23 HCS accessible			\$ 22,700.00		\$ (2,188.68)	\$ 20,511.32	\$ 1,869.09	\$ 20,511.32	\$ -
09_CVTC Advancement Assistant			\$ 33,373.00		\$ (17,429.81)	\$ 26,000.00	\$ 41,943.19	\$ 379.50	\$ 15,943.19
10_Kids Collaborative Youth Transport			\$ 61,335.00		\$ (25,076.67)	\$ 60,000.00	\$ 96,258.33	\$ 6,082.56	\$ 36,258.33
11_POSSupG: HCS Rt10 "SWWIN" Shopping Trips			\$ 23,205.00		\$ (11,638.20)	\$ 18,801.00	\$ 30,367.80	\$ 1,065.05	\$ 11,566.80
12_POSSupH: SFY23 KSC			\$ 3,000.00	\$ 96.05		\$ -	\$ 3,096.05	\$ -	\$ 3,096.05
27_Reserve for more projects	\$ 90,000.00	\$ 251,818.00	\$ (196,999.00)	\$ 5,974.27	\$ (250,476.00)	\$ 35,629.15	\$ -	\$ -	\$ 35,629.15
Subtotal Direct Expenses	\$ 160,000.00	\$ 321,818.00	\$ -	\$ -	\$ -	\$ 481,818.00	\$ 11,009.80	\$ 195,712.85	\$ 286,105.15
Modified Total Direct Costs	\$ 160,000.00	\$ 321,818.00	\$ -	\$ -	\$ -	\$ 481,818.00	\$ 11,009.80	\$ 147,295.62	\$ 334,522.38
Indirect (de minimis 10%)	\$ 16,000.00	\$ 32,182.00	\$ -	\$ -	\$ -	\$ 48,182.00	\$ 1,100.98	\$ 14,729.58	\$ 33,452.42
TOTAL EXPENDITURES	\$ 176,000.00	\$ 354,000.00	\$ -	\$ -	\$ -	\$ 530,000.00	\$ 12,110.78	\$ 210,442.43	\$ 319,557.57
Cumulative							\$ 210,442.43	TOTAL EXP	BALANCE

NOTES

- 01_Subcontract: SWRPC: DHHS approved 3/8/22; DOT approved 3/8/22; MRCC approved 10/19/21; Agreement executed 6/21/22; budget \$240,000, term 6/1/22-5/31/23.
 - 02_POSSupF: HCS Tuesday Shopping Trips: DHHS approved 3/28/22; MRCC approved 3/15/22; budget \$30,000; term 4/1/22-5/31/23.
 - 03_HCS Feasibility Study: DHHS approved 3/22/22; MRCC approved 3/15/22; Agreement executed 7/7/22; budget \$1,800; term 7/1/22-5/31/23; spent \$1,054.39; project completed by 8/16/22. MRCC reallocated \$745.61 to other projects 12/20/22.
 - 04_POSSupA: SFY22 KSC: DHHS approved 3/22/22; MRCC approved 6/21/22; Agreement executed 4/13/22; budget \$1,350; term 2/16/22-6/30/22; spent \$923.01; project completed. MRCC reallocated \$426.99 to other projects 12/20/22.
 - 05_POSSupB: SFY22 CVTC access: DHHS approved 3/22/22; MRCC approved 6/21/22; Agreement executed 4/15/22; budget \$1,320; term 2/16/22-6/30/22; spent \$310.22; project completed. MRCC reallocated \$1,009.78 to other projects 12/20/22.
 - 06_POSSupC: SFY22 CVTC vol driver: DHHS approved 3/22/22; MRCC approved 6/21/22; Agreement executed 5/23/22; budget \$10,416; term 5/1/22-6/30/22; spent \$7,177.41; project completed. MRCC reallocated \$3,238.59 to other projects 12/20/22.
 - 07_POSSupD: SFY22 HCS accessible: DHHS approved 3/22/22; MRCC approved 6/21/22; Agreement executed 5/25/22; budget \$8,500; term 5/1/22-6/30/22; spent \$7,850.65; project completed. MRCC reallocated \$649.35 to other projects 12/20/22.
 - 08_POSSupE: SFY23 HCS accessible: DHHS approved 6/23/22; MRCC approved 6/21/22; Agreement executed 6/28/22; budget \$22,700; term 7/1/22-5/31/23.
 - 09_CVTC Advancement Assistant: DHHS approved 6/17/22; MRCC approved 6/21/22; Agreement executed 7/7/22; budget \$33,373; term 7/1/22-5/31/23.
 - 10_Kids Collaborative Youth Transport: DHHS approved 6/17/22; MRCC approved 6/21/22; Agreement executed 7/22/22; budget \$61,355; term 7/1/22-5/31/23.
 - 11_POSSupG: HCS Rt10 Shopping Trips: DHHS approved 8/2/22; MRCC approved 8/16/22; Agreement executed 9/1/22; budget \$23,205; term 8/1/22-5/31/23.
 - 12_POSSupH: SFY23 KSC: DHHS approved 12/13/22; MRCC approved 12/20/22; Agreement executed 12/21/22; budget \$3,000; term 11/1/22-5/31/23.
- 2022.11.30: November billing includes in MTDC \$25,000 for SWRPC contract (full amount of indirect on this contract billed one time during fiscal year.
- 2022.12.15: As of this date, no report received from Keene Housing Kids Collaborative. November report to be combined with December.
- 2022.12.20: Budget revision unofficial to reflect MRCC vote to reallocate completed project balances to the reserve for more projects.
- 2023.01.20: Regarding December report, initially submitted on 1/16/23 with reimbursement amount of \$31,980.95 and resubmitted 1/20/23 with \$27,346.24. Difference is the HCS POS invoice which was supposed to be split with DOT and the amount for DOT was entered into DHHS. This was corrected and invoice resubmitted on 1/20/23. Email rec'd on 20th confirms DHHS will use resubmitted invoice.

County of Cheshire, Grants Department
Financial Activity - DHHS Transportation Equity.xlsx - Expenses

INV DATE	VENDOR/PAYEE	DESCRIPTION	BUDGET CATEGORY	INVOICE#	AMOUNT	REPORTED
05-31-23	VNA at HCS	Keene/Tuesday Shopping May, 115 trips, 18.98hrs@\$85	02_POsupF: HCS Tuesday Shopping Trips	HCS Tue Shop 2023.05	\$ 1,613.60	2023.05
05-31-23	VNA at HCS	Rt10/Winchester trips May 4, 11, 18, 25; 12.53hr @ \$85	11_POsupG: HCS Rt10 "SWWIN" Shopping Trips	Rt10 2023.05	\$ 1,065.05	2023.05
05-31-23	VNA at HCS	74.76hr @ * \$25 = \$1,869.09 to DHHS @ \$60 = \$4,485.81 to DOT	08_POsupE: SFY23 HCS accessible	POS 2023.05	\$ 1,869.09	2023.05
05-31-23	Kids Collaborative	4 days @ \$364, 16 days @ \$293	10_Kids Collaborative Youth Transport	116	\$ 6,082.56	2023.05
05-31-23	CVTC	May 2023 Advancement Assistant	09_CVTC Advancement Assistant	987	\$ 379.50	2023.05
TOTAL					\$ 11,009.80	TOTAL

DHHS/MRCC - Transportation Equity

Ambulatory (1-way) Trips Needed	2023.05	Total
POS: HCS scheduled and demand-response	206	514
HCS Tuesday Shopping Trips	109	606
HSC Rt10 Shopping Trips	38	214
POS: CVTC volunteer driver	561	1,986
POS: CVTC accessible transportation	0	0
POS: Keene Senior Center volunteer driver	0	335
DHHS: Kids Collaborative	236	1,179
TOTAL TRIPS REQUESTED	1,150	4,834

Ambulatory (1-way) Trips Denied	2023.05	Total
POS: HCS scheduled and demand-response	6	15
HCS Tuesday Shopping Trips	0	0
HSC Rt10 Shopping Trips	0	0
POS: CVTC volunteer driver	103	250
POS: CVTC accessible transportation	0	0
POS: Keene Senior Center volunteer driver	0	0
DHHS: Kids Collaborative	30	56
TOTAL TRIPS DENIED	139	321

AMBULATORY (1-way) TRIPS PROVIDED	2023.05	Total
POS: HCS scheduled and demand-response	200	499
HCS Tuesday Shopping Trips	109	606
HSC Rt10 Shopping Trips	38	214
POS: CVTC volunteer driver	458	1,736
POS: CVTC accessible transportation	0	0
POS: Keene Senior Center volunteer driver	0	335
DHHS: Kids Collaborative	206	1,123
TOTAL (1-way) TRIPS PROVIDED	1,011	4,513

ACCESSIBLE (1-way) TRIPS PROVIDED	2023.05	Total
POS: HCS scheduled and demand-response	6	38
HCS Tuesday Shopping Trips	6	10
HSC Rt10 Shopping Trips	8	67
POS: CVTC volunteer driver	0	2
POS: CVTC accessible transportation	2	2
POS: Keene Senior Center volunteer driver	0	(46)
DHHS: Kids Collaborative	0	0
TOTAL ACCESSIBLE (1-way) TRIPS	22	73

TOTAL TRIPS PROVIDED	1,033	4,586
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DHHS/MRCC - Transportation Equity

Purpose of Trips Given (accessible and ambulatory)

HCS - Tuesday Shopping Trips	2023.05	TOTAL	%
Medical	0	0	0%
Work	0	0	0%
Education	0	0	0%
Agency	0	0	0%
Shopping/Food	115	587	100%
Social/Family	0	0	0%
Personal/Other (Pharmacy, Post Office, Bank, etc)	0	0	0%
Purpose Subtotal	115	587	

HCS - Rt10 Trips	2023.05	TOTAL	%
Medical	0	0	0%
Work	0	0	0%
Education	0	0	0%
Agency	0	0	0%
Shopping/Food	46	360	100%
Social/Family	0	0	0%
Personal/Other (Pharmacy, Post Office, Bank, etc)	0	0	0%
Purpose Subtotal	46	360	

CVTC	2023.05	TOTAL	%
Medical	283	1,058	61%
Work	18	65	4%
Education	0	0	0%
Agency	0	2	0%
Shopping/Food	135	518	30%
Social/Family/Home	6	12	1%
Personal/Other (Pharmacy, Post Office, Bank, etc)	18	87	5%
Purpose Subtotal	460	1,742	

Keene Senior Center	2023.05	TOTAL	%
Medical	0	149	44%
Work	0	0	0%
Education	0	0	0%
Agency	0	0	0%
Shopping/Food	0	155	46%
Social/Family	0	5	1%
Personal/Other(Pharmacy, Post Office, Bank, etc)	0	26	8%
Purpose Subtotal	0	335	

Keene Housing Kids Collaborative	2023.05	TOTAL	%
Medical	0	0	0%
Work	0	0	0%
Education	84	520	46%
Agency	0	0	0%
Shopping/Food	0	0	0%
Social/Family	122	603	54%
Personal/Other(Pharmacy, Post Office, Bank, etc)	0	0	0%
Purpose Subtotal	206	1,123	

TOTAL - All organizations	2023.05	TOTAL	%
Medical	283	1,207	40%
Work	18	65	2%
Education	0	0	0%
Agency	0	2	0%
Shopping/Food	296	1,620	54%
Social/Family	6	17	1%
Personal/Other(Pharmacy, Post Office, Bank, etc)	18	113	4%
Purpose Subtotal	621	3,024	

2022.12.19: Keene Housing Kids Collaborative November invoice received late on 12/19/22. The amount was billed to DHHS with December; however, service numbers are reported in November, as they occurred.