



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: December 1, 2021
Subject: RRRC Application to DRPT for FY 2023 Commuter Assistance Program and Technical Assistance Program

RRRC has managed and overseen the RRRC Commuter Services program for more than 25 years, with the Department of Rail and Public Transportation serving as the granting agency for the program. In 2021, the funding program was rebranded as the Commuter Assistance Program, rather than the Transportation Demand Management program, in order to better reflect the primary program goal of reducing single occupancy vehicle (SOV) trips. For this year, the change will have minimal impact of RRRC's program, but there are many opportunities moving forward to consider and implement changes related to commuter travel patterns spurred by COVID-19.

Funding from this grant supports 1.5 full-time equivalent staff at the Commission, along with outreach, advertising, and marketing initiatives related to rideshare and ridematching services. The funding requested from DRPT for the CAP Operating grant program is \$133,264 and the 20% local match amount of \$33,316 will be met via funding received from RRRC's per capita dues requests to our member jurisdictions.

DRPT staff has also notified program staff that each Commuter Assistance Program will need to conduct a Strategic Planning process for the program, and has suggested an application to the DRPT Technical Assistance grant program. This program requires a 50% match, which staff also proposes to source from our local per capita dues. We anticipate the request will require no more than a \$15,000 match.

Due to grant application deadlines, Commission staff is requesting approval to submit the grant application by the February 1st deadline, and we will request certification of the final application at the February meeting.

REQUESTED ACTION: Approval for RRRC staff to submit the FY 2023 Commuter Assistance Program and Technical Assistance grant applications to the Department of Rail and Public Transportation and to authorize the Executive Director to execute the contract documents upon successful receipt of the grant.