

**Draft Evaluation Criteria
For FFY 2020 Community Connections Program Scoring
For MPO Review, January 9, 2020**

Key		
Blue = Criteria that apply to all projects		
Green = Criteria for capital projects		
Red/Pink = Criteria for operating projects		
OBJECTIVE	CRITERIA	FACTORS
PROJECT ELIGIBILITY VERIFICATION		
Each project funded through this program must show an air quality benefit when analyzed through the MPO's air quality analysis process. Projects must be ready to begin construction or operation by October 2020. Project sponsors or proponents must demonstrate that they have gained support from stakeholders and have the institutional capacity to carry out the project within the MPO timeframe.	Air Quality Analysis	Projects must pass a spreadsheet-based air quality benefit test based on a variety of data inputs customized to the type of project.
	Proponent's Project Management Capacity	Names, experience, and time commitment of project management staff, as provided by the proponent.
GENERAL SCORING CRITERIA (30 possible points)		
Network or connectivity value (6 points)		
The primary purpose of the Community Connections Program is to close gaps in the transportation network, especially those in the first or last mile between transit and a destination. Projects will be awarded points based on how effectively a proposed project closes different types of gaps and makes travel easier or more efficient.	Connection to existing activity hubs and residential developments (2 points)	Proximity of the project or service to employment, residential, and civic activity hubs, such as dense areas of employment or housing.
	Connection to existing transit hubs (2 points)	Proximity of the project to transit service, with added incentive for connecting to frequent or high-quality service.
	Connection to other transportation infrastructure (2 points)	Proximity of the project to sidewalk or protected or off-road bicycle infrastructure.
Coordination or cooperation between multiple entities (5 points)		
The MPO prioritizes collaboration among different entities in the transportation planning process. Cooperative project planning and execution is particularly important for first-mile and last-mile connections of the type that the Community Connections Program is intended to facilitate. The cooperation can involve actors from both the public and private sectors.	Number of collaborating entities (5 points)	Number and variety (judged by sector of origin) of entities collaborating to support the project.



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Inclusion in and consistency with local and regional plans (5 points)		
A comprehensive planning process is important to ensure that projects occur in an environment of collaboration and careful consideration rather than independently. This criterion proposes to award points based on the extent to which a proposed project has been included in prior plans at both the local and regional levels, and whether it meets the goals of those plans.	Inclusion in local plans (2 points)	Whether the project is included as a need or priority in a local comprehensive plan.
	Inclusion in MPO plans (2 points)	Whether the project is identified as a need in the LRTP Needs Assessment or recommended in an MPO or MAPC study.
	Inclusion in statewide plans (1 point)	Whether the project is included as a need or priority in a MassDOT or other statewide study.
Transportation equity (5 points)		
The MPO seeks to target investments to areas that benefit a high percentage of low-income and minority populations; minimize any burdens associated with MPO-funded projects in low-income and minority areas; and break down barriers to participation in MPO-decision making.	Serves a demographic of transportation equity concern, as identified by the MPO (5 points)	The extent to which the project serves equity populations.
Generation of mode shift (4 points)		
Another primary purpose of the Community Connection Program is to enable modal shift from SOV to transit or other modes. This criterion would award points based on the project's effectiveness at creating mode shift and/or enabling trips that were previously impossible by non-SOV modes.	Allow new trips that would not be otherwise possible without a car (4 points)	Whether the project adds to overall non-automotive mobility by creating new connections or making trips possible that were not previously, without detracting from or competing with existing transit options.
Demand projection (4 points)		
Gaining an understanding of how many transportation network users a project will reach is crucial for understanding its cost-effectiveness.	Overall demand estimate (2 points)	Presence of demand/usage estimates and quality of analysis used to support them in the application materials.
	Staff evaluation of demand estimate (2 points)	Whether staff judge the demand/usage projections realistic.

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OBJECTIVE	CRITERIA	FACTORS
TYPE-SPECIFIC EVALUATION CRITERIA: CAPITAL PROJECTS (30 points)		
Safety benefits (12 points)		
Bicycle safety (6 points)		
Improving safety on the regional transportation network is one of the MPO's key goals. This criterion would award points to projects that improve safety for the most vulnerable users of the network – people walking and people riding bicycles. An overall score of the effectiveness of bicycle safety countermeasures will be made through professional judgement comparing existing facilities, safety issues, use, and desired/anticipated use to the proposed bicycle safety countermeasures planned to be implemented as part of the project.	Total effectiveness of bicycle safety countermeasures (6 points)	Existing and potential bicyclist usage of the infrastructure and effectiveness of the expected safety improvements.
Pedestrian safety (6 points)		
An overall score of the effectiveness of pedestrian safety countermeasures will be made through professional judgement comparing existing facilities, safety issues, use, and desired/anticipated use to the proposed pedestrian safety countermeasures planned to be implemented as part of the project.	Total effectiveness of pedestrian safety countermeasures (6 points)	Existing and potential pedestrian usage of the infrastructure and effectiveness of the expected safety improvements.
Lifecycle cost-effectiveness (10 points)		
In addition to the initial construction costs, the MPO is concerned that projects funded through the Community Connection Program remain fiscally sustainable after MPO-awarded funding runs out. Projects proposed to the program should be cost-effective compared to potential alternatives, and proponents should demonstrate that local maintenance budgets will be able to accommodate the increased costs of maintaining the project.	Lifecycle Alternatives Analysis (5 Points)	Presence of a cost-effectiveness analysis in the application and whether the analysis is qualitative or quantitative.
	Maintenance budget and plan (5 Points)	Identification of a maintenance plan for the project, including the entity responsible for it and a source of funds.
Resilience to weather and environmental hazards (8 points)		
Resilience in the face of increasingly destructive storms and weather hazards is a growing concern in the Boston region, and is codified in the MPO's System Preservation goal. Project proponents should demonstrate that their project will not cause damage to a sensitive ecosystem and that it will be able to resist damage from extreme weather events.	Impact on areas of environmental concern (6 points)	Magnitude of the project's environmental impact, positive or negative.
	Relationship to resilience plans (2 points)	Whether the project is included in local resilience plans.

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OBJECTIVE	CRITERIA	FACTORS
TYPE-SPECIFIC CRITERIA: OPERATIONAL PROJECTS		
Long-Term Financial Plan (12 points)		
	Annual operating costs (2 points)	Whether the estimate of operating costs is present and realistic.
	Annual maintenance costs (1 point)	Whether the estimate of maintenance costs is present and realistic.
	All other costs (1 point)	Whether the estimate of other costs is present and realistic.
	Fare structure (2 points)	Presence of a detailed description of the proposed fare structure and explanation thereof.
	Plan for fiscal sustainability (6 points)	Whether the application identifies full funding for the project (reflecting a local match to MPO funds) for 0, 1, 2, 3 or more years.
Service Plan (10 points)		
	Service Plan (4 points)	Presence of details on: <ul style="list-style-type: none"> • Plans for ADA compliance • Frequency and routing of service • How the service plans meet the need of projected riders
	Operational/contracting plan (4 points)	Presence of details on administrative and/or contracting plans and the background of the operator.
	Marketing plan (2 points)	Presence of a detailed description of a marketing plan.
Performance Monitoring Plan (8 points)		
	Data management plan (3 points)	Inclusion of plans for data collection, analysis for monitoring service, and sharing the data with the MPO.
	Passenger survey (2 points)	Whether the application describes plans for a ridership survey and the frequency with which it will be administered.
	Trip-level boarding counts (1 point)	Presence of plans for trip-level data collection.
	Stop-level data collection (1 point)	Presence of plans for stop-level data collection.
	Marketing evaluation (1 point)	Presence of plans for an evaluation of the marketing effort.

ADA = Americans with Disabilities Act. CMAQ = Congestion Mitigation and Air Quality Improvement Program. CTPS = Central Transportation Planning Staff. FFY = federal fiscal year. GIS = geographic information systems. GTFS = general transit feed specification. LRTP = Long-Range Transportation Plan. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. MVP = Municipal Vulnerability Program. SOV = single occupancy vehicle. TAD = Traffic and Design. TAZ = transportation analysis zone. TIP = Transportation Improvement Program.