

## CONTENTS CHECKLIST

Applicant Name: Incorporated Senior Citizens of Sierra County

Please complete and attach this checklist with your application.

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### **Has the Below Been Done**

All Pages Numbered

All sections listed above been provided

## Application Cover Page

**Applicant (Agency/Company/Individual): Incorporated Senior Citizens of Sierra County**

**Address: PO Box 675 – 302 First Street, Loyalton CA 96118**

**Phone #: 530-993-4770**

**EMAIL: magdaleneiscsc@outlook.com**

**Contact Person (Please list the person who NSAQMD Staff will be in contact with for this process:  
Gloria Shelton**

**Address: PO Box 675, Loyalton, CA 96118**

**Phone #: 530-993-4770**

**EMAIL: gloriaiscsc@gmail.com**

**Total Project Budget:**

	<b>AB 2766 Funds</b>	<b>Co-Funding</b>	<b>Total Project Costs</b>
Capital Costs	\$ _____	\$ _____	\$ _____
Operating Costs	\$ 5631 _____	\$ 75,000 _____	\$ 80,631 _____
<b>TOTAL</b>	<b>\$ 5631 _____</b>	<b>\$ 75,000 _____</b>	<b>\$ 80,631 _____</b>

**Type of Project:** (check one)

Quantifiable Project (see definition in RFP)

Reduced Emission Vehicles Project (see definition in RFP)

**Implementation Area for Project:** Check if District-wide

Describe the Implementation Area for the Project (e.g. city, county, region):

**Estimated Emission Reductions: (Contact District Staff for below information if needed)**

A. Emission Reductions (lbs/yr)

Reactive Organic Gases 78 Nitrogen Oxides 70 PM<sub>10</sub> 29

B. Vehicle Miles Traveled (VMT) Reduced 90,000

Single Occupancy Vehicle Trips Reduced 2,100

C. Number of people reached per day through public education 5

**Cost-effectiveness:** \$ 30.93 per pound (AB 2766 Funds Only)



Incorporated Senior Citizens of Sierra County | PO Box 675 | 302 First Street | Loyaltton, CA  
96118 | 530.993.4770

September 18, 2024

Northern Sierra Air Quality Management District  
PO Box 2227  
Portola, CA 96122

Re: AB2766 DMV Surcharge Fund 2025

On behalf of Incorporated Senior Citizens of Sierra County, I am authorized to submit our application for funding through the AB2766 DMV Surcharge Fund and will be the authorized signer for the grant. We are requesting the sum of \$5,631 to support the operations of Eastern Sierra County Transportation Program which provides a vanpool type of transit service, for residents in Sierra County.

The contact person with respect to questions on reporting for the project is Gloria Shelton, Transportation Coordinator. She may be contacted directly at 530-993-4770 or [gloriaiscsc@gmail.com](mailto:gloriaiscsc@gmail.com). Grant and contract related information should be directed to me, Magdalene DeBerg at [magdaleneiscsc@outlook.com](mailto:magdaleneiscsc@outlook.com).

Please let me know if there is any further information, I can provide you. Thank you for your consideration and review of this request.

Regards,

Magdalene DeBerg  
Executive Director

# AB2766 Request for Proposal 2025

## Incorporated Senior Citizens of Sierra County

### **Section D. Project Description**

This request to the Northern Sierra Air Quality Management District under the AB2766 DMV Surcharge Fund will provide Incorporated Senior Citizens of Sierra County (ISCSC) with the funding needed to offer and sustain the two vehicles used to provide bus services or “vanpool services” in eastern Sierra County. The Transportation Program of ISCSC provides rides for all residents to doctor and physical therapy appointments; to pick up medications at the pharmacy in Portola as there are no pharmacies in Sierra County; brings people to grocery shop; pick up mail; and offers monthly social outings to restaurants and venues that give people something to look forward to. ISCSC anticipates that approximately 1800 one-way trips will be provided during 2025. The program has provided as many as 4 trips in a day, serving up to 15 residents per day, both in and out of Sierra County to 200 unduplicated riders. Funding provided by this grant will be used for some of the cost of fuel, vehicle operations, and maintenance for two existing vehicles. Without this grant support, ISCSC will be forced to significantly reduce van pool service for the coming year. This reduction, particularly in this frontier community, would further isolate rural seniors and disabled participants in seeking and securing transportation services needed to access health, wellness, food/medicine, and social service programs within the region. The program also provides “vanpool services” to community members at large as needed.

With this funding, outreach services to new unserved and underserved riders will account for a 10% increase in current service numbers. The program will provide riders with educational information on vanpooling and its related emissions reductions to encourage additional use of “vanpool services” in Sierra County. The program currently maintains daily statistics on the number of people served, trips provided, and miles driven for all transportation services. ISCSC has designed a data collection spreadsheet specific to Northern Sierra Air Quality Management District reporting so drivers may track and monitor the number of trips reduced from participants

who would otherwise have driven their own cars, or had someone drive for them, had “vanpool services” been non-existent.

The Transportation Program Coordinator is responsible for the record keeping and progress reports associated with all transportation funding sources. ISCSC will utilize all appropriate data collection tools and reporting forms required by the Northern Sierra Air Quality Management District.

## **Section E. Project Organization/Background**

Incorporated in 1976, ISCSC has provided a hub of services for local citizens. Beginning as a club, playing cards, providing civic leadership, the organization soon expanded to serve meals and then to provide eastern Sierra County with the only form of public transportation available in the area. Working with the Transportation Commission of Sierra County, ISCSC has provided rides to those without vehicles, senior citizens, youth, and the general population. “On-call” drivers, most are “seasoned citizens,” and are utilized to drive one of the two vehicles that the service operates: a 10-passenger bus, and a 5-passenger van; both have room for wheelchairs. While the attempt is made to carry more than one passenger at a time, that does happen. When possible, trips are listed in the transportation calendar which is published monthly in the agency newsletter. This further promotes the goal of reducing emissions. Participants are picked up at their homes, or a place of their choosing, and dropped off where they choose. Usually, the driver will wait for the passenger to complete their business, avoiding a second, round trip. Emission reductions for this project will result from the decrease in emissions associated with auto trips replaced by vanpool services after adjusting for the increased emissions associated with the shuttle vehicle itself. ISCSC Transportation Program provides vanpool services to residents for the following purposes: medical appointment, nutrition site services, socialization activities, shopping trips, pharmacy visits, personal errands, and recreation. Riders are picked up and delivered to their homes, providing further reduction to emissions as residents do not have to drive vehicles to a vanpool lot or shuttle parking site.

ISCSC utilizes Quick Books accounting program to track expenses by funding source and pays for an annual audit from outside the community to ensure accountability to funders. Staff compile and report on numbers of trips and ridership, the number of miles saved, and any data that is required to meet the criteria of AB2766 funds.

especially for fuel. As this trend continues, it is not feasible to sunset this funding source when costs are skyrocketing.

### I. Schedule of Deliverables/Monitoring Program

Inputs:	Outputs Activities:	Outputs Participation :	Outcomes Short Term:	Outcomes Medium Term:	Outcomes Long Term:
Staff time – in-kind match	Contract – supervise- monitor- report	Transportation Coordinator Executive Director	Sustain existing vanpool services	Expand outreach to unserved residents	Provide access to transportation services for seniors & disabled residents.
AB 2766 funding	Cash grant	Northern Sierra Air Quality Mgmt.	Delivery of vanpool services, sustainability of program	Reduced emissions 177 lbs. per year	Reduced emissions
			Access to Funding	Reduced health risks to children; improved air quality	Reduced health risks and cancer rates in children; improved air quality
				Improved air quality	Improved air quality
Cash Match	Cash grant	Sierra County Transportation Commission	Access to funding	Reduced health risks and cancer rates in children & improved air quality	Reduced health risks and cancer rates in children & improved air quality

				Improved air quality	Improved air quality
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Information on trips is turned in daily; reports are compiled monthly, synthesized quarterly and annually to report to funders.

## F. Emission Benefits/Cost Effectiveness

The total lifetime emission reductions are as follows:

Nitrogen Oxides (NOx)      78 pounds per year      Emission Factor/units: .17 grams per mile

Reactive organic gases (ROG) 70 pounds per year      Emission Factor/units: .15 grams per mile

Particulate Matter (PM10)      29 pounds per year      Emission Factor/units: .23 grams per mile

Estimated reductions in vehicle miles traveled (VMT): 90,000

Estimated number of one-way vehicle trip reductions: 2,100

Cost effectiveness: \$30.93 cost/pound

## G. Work Statement

The Scope of Work for this project is outlined as follows:

December 2024	Sign contract on grant award
January 2025	Commencement of funding
Jan – Dec, 2025	Provide “vanpool services” to existing riders
Jan – Dec, 2025	Provide monthly/quarterly financial reports and monitoring reports
Jan – Dec, 2025	Conduct outreach to increase ridership by 18% to underserved residents
Jan – Dec, 2025	Log fuel miles, perform required maintenance
Jan – Dec, 2025	Conduct data gathering, monitor progress
December, 2025	Submit final report

ISCSC offices produce a newsletter every month, which includes a transportation calendar listing different trips scheduled for the month. Others can sign up to go on those trips or call in to the Receptionist to schedule a trip that meets their needs. If there isn’t a specific date that the trip needs to be made, staff will review scheduled trips to see if the individual could accompany a trip already scheduled.

All “run sheets” (trip activities) are turned in to the Program Coordinator at the completion of the trip. The Program Coordinator then records all miles, the number of riders, and the equivalent of the miles and trips saved. This data is then gathered into a report and provided to funding sources on a monthly or quarterly basis, which includes monitoring progress towards grant goals. If on track, an invoice is sent to the funder.



Periodically, ISCSC will promote the Transportation Program, monthly in the newsletter, during congregate lunches, and to the public in newspaper articles. This is with the intent of reaching more citizens to increase ridership and provide this service to the underserved.

The Program Coordinator is also responsible for tracking mileage to determine when periodic maintenance is required on the vehicles, to keep them in peak condition. The Sierra County Transportation Commission owns the vehicles, ISCSC must maintain them. Vehicles are replaced every 4 to 7 years.

## H. Funding Request/Breakdown of Cost

The following chart reflects a breakdown of the costs associated with this project and their respective funding sources:

<b>Project Tasks</b>	<b>Cost</b>	<b>AB2766 Fundin g</b>	<b>Transportation Com (w/ Admin Costs)</b>	<b>Fare s</b>	<b>ISCSC In-kind Match</b>
Sustain existing service	64845	4366	56782 (2559)	3500	X
Data gathering	2964	500	1964 (200)	500	X
Increase ridership	3928	265	3663 (150)		X
Maintenance	10804	300	6004 (150)	4500	X
Reporting	9822	100	9722 (200)		X
Final reports	965	100	865 (100)		X
<b>Total costs:</b>	93328	5631	79000 (3359)	8500	

No equipment will be purchased with AB2766 DMV Surcharge funds. Operating costs, particularly fuel, will be the main expenditure of AB2766 funds. As necessary, salaries and maintenance are the secondary expenses, directly related to securing this grant.

While funding has been provided for more than the past two years, every year there are new passengers, and every year we lose passengers. However, costs have dramatically increased,