

Next Steps and Project Schedule

Project Schedule

Below is the anticipated schedule of activities for the study.

Activity	Timeframe
Study Kickoff	March 2015
Information Gathering Session with Social Service Agencies and Nonprofit Organizations that serve Low-Income Persons	April 2015
TAC Meeting #1: Existing Conditions & Implications for Developing Scenarios	May 2015
TAC Meeting #2: Review Draft Alternative Scenarios and Seek Feedback	August 3, 2015
Focus Groups with Low Income Residents (Existing and Potential Transit Riders)	August 2015
Quantitative and Qualitative Evaluation of Five Scenarios	Sept.-Oct. 2015
TAC Meeting #3: Review Scenario Evaluation Results	October 2015
Draft Report	December 2015
TAC Meeting #4: Review Draft Report	January 2016
Present Draft Report to Commission (or Committee)	February 2016
Final Report	March 2016

Next Step: Quantitative and Qualitative Evaluation

The next phase of the study will include a qualitative and quantitative evaluation of five scenarios:

- **Qualitative evaluation.** The qualitative evaluation will be conducted based on study objectives – specifically the degree (e.g., high, medium, low) to which a scenario achieves each of the following study criteria:
 - Affordability for low income residents
 - Consistent regional standard for fare discounts
 - Financial viability
 - Administrative feasibility
 - Consistency with transit operator farebox recovery and financial objectives
- **Quantitative evaluation.** The quantitative evaluation will be conducted to assess the ridership and fare revenue impacts of each scenario. The detailed financial analysis for each scenario shall include the following:
 - Total cost (including start-up, ongoing administration, costs to adapt the existing Clipper® card technology and/or implement with the next-generation Clipper® system, etc.) and any additional resource needs
 - Revenue impacts
 - Potential revenue offsets or other funding mechanisms