

## 2.7 Ends Focus of Grants or Contracts

Period: October 1, 2016 – September 30, 2017

Date of Report: October 27, 2017

[Board Survey](#) responses due: November 6, 2017

Service Committee Review: November 8, 2017

Board Review: November 16, 2017

TheRide board;

In accordance with the Board's Policy Manual; I present the November Monitoring report on **Executive Limitation Policy 2.7: Ends Focus of Grants or Contracts**. This report consists of internal report information from staff. Though these policies were not all in affect during the monitoring period, I have assembled this report as if they were.

I certify that the information is true and complete.

Matt Carpenter,  
CEO  
Ann Arbor Area Transportation Authority

Policy being monitored:

## 2.7 ENDS FOCUS OF GRANTS OR CONTRACTS

The CEO may not enter into any grant or contract arrangements that fail to directly support the Ends and Executive Limitations policies enumerated herein.

**Compliance Attestation:** In compliance

### **CEO Interpretation:**

This policy limits AAATA's grants and contracts to those that further Ends or ensure operations remain within Executive Limitations; therefore, any grants or contracts should fit into one of these categories:

- **Ends:** access to destinations, efficient stewardship of resources, increase in use of services, equitable access, and high satisfaction; or
- **Executive Limitations:** commonly accepted business practices, compliance with legal mandates, proper treatment of Riders, proper treatment of staff, finance, asset protection, external relationships, and board communication.

*[NOTE 1: as we are still developing Interpretations for Ends and other Executive Limitation, this interpretation may need to change/deepen next year]*

*[NOTE 2: the policy uses "AND" instead of "OR" in "fail to directly support the Ends **and** Executive Limitations policies enumerated herein." Staff believe the Board's intention is "OR"]*

*[NOTE 3: The board may want to consider revisiting this policy. Carver (Reinventing Your Board, p. 83, 99) considers this to be "an atypical policy, one that applies only to grant-making or subcontracting organizations." AAATA does not currently award grants, but receives revenue grants from the State and Federal governments. AAATA awards contracts for numerous business services and a few of its public transportation services, which are now highlighted in the annual budget.*

*The way the AAATA Policy 2.7 is currently written seems to apply to all contracts or grants, not just ones that AAATA grants money to or outsources services for. This is redundant with Policies 2.4 and 2.5's budgeting and expenditure requirements. While the AAATA board may find this to be a valuable policy regardless, it could consider*

- *limiting the policy to grants AAATA makes or transportation services AAATA subcontracts, or*
- *eliminating the policy.]*

### **Evidence and data:**

Staff have reviewed all contracts and grants over the monitoring period and found that they reasonably fit into one or more defined categories. A list of the year's new grants and contracts, as well as their primary Ends/Executive Limitation category, follows on the next page.

## Contracts and Grants in the Monitoring Period.

<b>Contracts (Expenditures)</b>	<b>Category</b>
Vanpooling	Access to Destinations
Bus Stop Concrete Work	Access to Destinations
AirRide	Access to Destinations
FlexRide Provider	Access to Destinations
Hybrid Refresh Kits	Asset Protection
Generators	Asset Protection
Computer Hardware	Business Practices
Vehicles	Business Practices
Copier	Business Practices
HVAC Services	Business Practices, Asset Protection
IT Support Services	Business Practices, Asset Protection
Bus Shelter Glass and Installation	High Satisfaction (comfort)
Bus Shelters and Benches	High Satisfaction (comfort)
Paratransit Study	High Satisfaction, Stewardship of Resources, Access to Destinations
Passenger Terminal Needs Assessment	High Satisfaction, Stewardship of Resources, Asset Protection
getDowntown website	Increase in Use of Services
Communications and Marketing Services	Increase in Use of Services, Business Practices, External Relationships
Bus Advertising	Stewardship of Resources, Finance
Fall Protection	Treatment of Staff
Employee Benefit Consulting and Ins Brokering Services	Treatment of Staff

<b>Grants (Revenues)</b>	<b>Type</b>	<b>Purpose</b>	<b>Category</b>
MI-2016-X26-01	Federal 5037/5339/CMAQ	FY2017 formula funds	Access to Destinations, Asset Protection, etc.
MI-2016-X40-01	Federal 5310	FY2017 enhanced mobility for seniors and people with disabilities	Access to Destinations, Equitable access
2012-0033/P24	State match 5037/5339/CMAQ	FY2016 formula funds	Access to Destinations
2012-0033/P25	State match 5310	FY2016 enhanced mobility for seniors and people with disabilities	Access to Destinations, Equitable access
2017-0008/P1	State pass-through 5311	FY 2017 rural operations (WAVE & People's Express)	[not used directly by AAATA] Stewardship of Resources, Access to Destinations <i>in rural Washtenaw County</i>
2017-0008/P2	State Specialized Services	FY2017 non-ADA A-Ride operating assistance for Ypsilanti and pass-through to private non-profits in Washtenaw County	Access to Destinations, Equitable access