

G L O S S A R Y

GLOSSARY

Access to Jobs (ATJ) and Reverse Commute (RC) Grants—A Federal Transit Administration program created under the Transportation Act for the Twenty First Century (TEA-21). ATJ grants are used to improve access to jobs for people who are moving from welfare to work and others who live at or below 150% of the federal poverty level. RC grants fund transportation for urban and rural residents to suburban job sites. Both programs require a 50% local match, but the match may come from other federal funds such as TANF or Welfare-To-Work.

Administrative Managers—An initiative in which staff members of the NM Medicaid Agency assume the gatekeeper’s role and or contract out some of administrative responsibilities.

Aid to Families With Dependent Children (AFDC)—A joint federal-state welfare program which was in operation until 1996 when welfare reform ended AFDC and created TANF (Temporary Aid for Needy Families). The AFDC program was originally established as Aid to Dependent Children (ADC). Title IV of the Social Security Act (enacted 14, August 1935) established the ADC program.

Americans with Disabilities Act (ADA)—A law enacted by congress in 1990 which mandates equal opportunities for persons with disabilities in the areas of employment, transportation, communications, and public accommodations.

Americans with Disabilities Act (ADA) Compliant Vehicle—A vehicle that meets all the specifications outlined in the ADA, including but not limited to “lifts and other means of access to vehicles, securement devices, elevators, signage and systems to facilitate communications with persons with impaired vision or hearing.” For more detailed guidelines see the Federal Transit Administration website:
<<http://www.fta.dot.gov/office/program/gmw/15ADA.html#Q1>>.

Capital Costs—A reference to the cost of long term assets of a public transit system such as property, buildings, vehicles, bus overhauls, and preventative maintenance.

Capitated Transport Services—An arrangement through which the responsibility of transporting Medicaid enrollees is transferred to a managed care provider. In these cases, transportation is included in a managed care plan’s package of benefits just as other medical services are, such as dental care, and mental health services. The estimated cost of providing nonemergency Medicaid transportation is built into the capitated rate received by the managed care provider.

Co-location—(Also called One-Stop Shopping); The general concept that services can be made more accessible and service delivery can be more efficient through establishing a common site and coordination of services that are normally provided by more than one agency.

Commercial Drivers License (CDL)—The standardized drivers license required of bus and heavy truck drivers in every state. Covers drivers of any vehicle manufactured to seat 15 passengers or more (plus driver) or over 13 tons gross vehicle weight.

Common Motor Carrier—Any person who undertakes, whether directly or indirectly or by lease of equipment or operating rights or any other arrangement, to transport persons or property or any class of property for the general public by motor vehicle (As defined by New Mexico State Statute 65-2-82.).

Community Transportation Association of America (CTAA)—A national professional association of those involved in community transportation, including operators, vendors, consultants, and federal, state, and local officials.

Commuter-Driven Vanpools—Eight- to 15-passenger vehicles that typically are owned by and operated by an individual who charges other riders, leased by an organization through a regional ridesharing program, or supplied and subsidized by an employer or a community-based organization.

Contract Price—The fee charged to other agencies or programs for transportation services so that the negotiated compensation between one or more programs and/or agencies covers the true trip cost under a coordinated transportation system.

Coordinated Feeder Service—transportation using a local vehicle, such as a school bus or senior center van, to pick up riders at various locations and drop them off at a central location. This location becomes the pickup point for transportation to work on an intra-county or inter-county commuter-driven vanpool or carpool.

Coordinating Councils—Councils established to improve the efficiency and effectiveness of specialized and human-services transportation by coordinating related programs at the federal, state, or county levels wherever possible and promoting the maximum feasible coordination at the federal, state, or county levels.

Demand-Response Trip—A type of transit service where individual passengers can request transportation from a specific location to another specific location at a certain time.

Developmentally Disabled—Any person who by reason of illness, injury, age, congenital malfunction or other permanent or temporary incapacity or disability is unable, without special facilities, to use local transit facilities and services as effectively as persons who are not so affected.

Deviated Fixed Route (Similar to fixed-route service)—Allows for minor detours in the route to pick up or drop-off passengers who may have difficulty in getting to and from a regular bus stop.

Door-Through-Door Paratransit Service—The driver or ride attendant must enter the rider's home or destination and physically assist the rider to the vehicle and provide the ride.

Fare Price—The fee that the general public pays for existing transportation services. The fare is usually subsidized by federal and/or local monies so that the fee remains affordable.

Federal Poverty Level—(Also known as the federal poverty threshold) is issued each year in the Federal Register by the US Department of Health and Human Services. The guidelines are a simplification of the poverty thresholds for use in administrative purposes—for instance, determining financial eligibility for certain federal programs. The 1999 poverty threshold is \$8,667 for one person, \$11,483 for a family of one adult and one dependent child, \$13,423 for a family of one adult and two dependent children, and \$16,895 for a family of two adults and two dependent children.

Fixed Route Service—A transit route where vehicles run on regular pre-designated pre-scheduled routes with no deviation.

Flex-Route Service—A point-deviation service in which vehicles stop at designated bus stops (points) at scheduled times, but during the time between two scheduled stops, drivers pick up and drop off passengers with advanced reservations over a dispersed area.

Gatekeeper—An entity under managed care arrangements that controls utilization of services and refers enrollees to service providers.

Group Trip—A trip which involves a single pick-up and a single drop off point for multiple passengers.

Income Disregard—A fixed \$150-per-month allowed by the New Mexico Human Services Department Income Support Division to a TANF client. The \$150 is intended to offset expenses related to work, such as transportation. A TANF recipient who is employed has \$150 of her or his monthly gross income “disregarded” as long as the recipient’s gross income is at or below 100% of the Federal Poverty Level. This means that the first \$150 of monthly gross income is not counted when determining the client’s income level for calculation of monthly cash benefits.

Head Start Program—A program of comprehensive services for economically disadvantaged and developmentally disabled pre-school aged (3-5 years of age) children.

Human Services Transportation—Conveyance of persons, including children, who are in need of social services that are funded by various agencies, and who are unable to transport themselves because of income, age, disability, or inability to drive. The transportation may be provided as an ancillary component of the total social services package.

Literacy—As defined by Congress in 1991, it is an individual’s ability to read, write, speak in English, and compute and solve problems at a level of proficiency necessary to function on the job and in society, to achieve one’s goals and develop one’s knowledge and potential.

Livable Wage—The minimum annual amount of money required to meet basic household needs.

Maintenance of Effort (MOE)—In order to receive federal funds under the TANF block grant, states are required by the welfare law to maintain 80% of historic spending levels for welfare or risk fiscal penalties (75% if a State meets its work participation rate).

Mobility Management-- Brokering, facilitating, encouraging, coordinating, and managing traditional and nontraditional services to expand the array of transportation services to diverse customer groups, such as seniors, Medicaid and TANF clients, and the general public. Mobility Management takes a holistic approach and presupposes responsibility from many partners in addition to public transit to accomplish the mission of providing greater mobility.

New Mexico Works—The State’s TANF (cash assistance) program administered by the Income Support Division of the New Mexico Human Services Department.

Nonconforming Van—A vehicle that does not follow the federal vehicle safety guidelines for transporting students set by NHTSA, as opposed to school buses, which do. There are many specialized features on school buses such as stop arms and other safety features over and above those of other passenger vehicles.

Nonemergency Medicaid Transportation—The provision of free transportation to a Medicaid recipients who cannot access medical care because they lack access to a less costly form of public transit or lack a personal vehicle for transit, for regular, scheduled Medicaid-approved treatment, and not in a situation caused by an unforeseen accident, injury, or acute illness demanding immediate action and transport to a place for treatment.

Other Benefit Group—Medicaid and/or Food-Stamp recipients; used as a comparative population in the ATRI TANF Transportation Survey.

Paratransit Services—Comparable transportation services required by the Americans with Disabilities Act for individuals with disabilities who are unable to use fixed-route transportation systems. Each public transit system must offer this service, either by providing the service itself or through contracts with other entities.

Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA)—The federal welfare reform act of 1996 that gives states the flexibility to design their own welfare programs, limits individuals receiving aid to five years, and requires that those who are able to work must do so.

Public Transportation—The conveyance of any person who pays a prescribed fare to travel in a local area in vehicles that are owned, subsidized, or operated by any municipality, county, regional authority, state or other governmental agency, including those operated or managed by a private management firm under contract to the government agency owner.

Ridesharing—A form of transportation, other than public transit, in which more than one person shares in the use of the vehicle, such as a bus, van, or automobile, to make a trip.

School Buses—Three classes of vehicles are as follows under New Mexico State Board of Education Code:

- (a) *Type A*—A conversion or body constructed upon a van or cutaway front section vehicle with a left side driver's door, designed for carrying ten or more persons.
- (b) *Type B*—A conversion or body constructed and installed upon a van or front section vehicle chassis, or stripped chassis, with a gross vehicle weight rating of more than 10,000 pounds, designed for carrying more than ten passengers. Part of the engine is beneath and/or behind the windshield, and beside the driver's seat with the entrance door behind the front wheels.
- (c) *Type C*—A body installed upon a flat-back cowl chassis with a gross weight rating of more than 10,000 pounds, designed for carrying more than 10 persons. All of the engine is in front of the windshield and the entrance door is behind the front wheels.
- (d) *Type D*—A body installed upon a chassis, with the engine mounted in the front, mid-ship, or rear with a gross weight rating of more than 10,000 pounds designed for carrying more than ten persons. The entrance door is located ahead of the front wheels.

Section 5303—A Federal Transit Administration (FTA) formula grant program that deals with long-range, transportation planning, coordination, design and engineering of multi-modal, intermodal, and mass transit by metropolitan planning organizations that include regional problem-solving, resource distribution, the development and integrated management of transportation systems and facilities in metropolitan, multi-state, and international border crossing.

Section 5307—A Federal Transit Administration (FTA) formula grant program where funds are allocated to every urbanized and large urbanized area in the country based on a federal formula. An urbanized area is a city with a population of 50,000-200,000 persons; a large urbanized area has more than 200,000 people. Funds are provided on an 80/20-match ratio. Transit systems in urban areas with a population of more than 200,000 persons such as the City of Albuquerque, the City of Las Cruces, and the City of Santa Fe receive their funds directly from the (FTA).

Section 5309—A Federal Transit Administration program that authorizes discretionary grants to public transit agencies for capital projects such as buses, bus facilities, and rail projects.

Section 5310—A Federal Transportation Administration program that funds specialized transportation to meet the needs of the elderly and disabled. The Public Transportation Programs Bureau distributes these funds to non-profit organizations through an annual application and awards process. Section 5310 funds capital acquisitions only, such as vehicles, radios, and wheelchair lifts. Funds are provided on an 80/20-federal/local match ratio.

Section 5311—A Federal Transportation Administration program that funds capital, administrative and operating costs for public transit systems in rural areas and towns with less than 50,000 population. Funds are provided on an 80/20-match ratio. Eligible applicants include local governments and private non-profit providers.

Section 5313—A Federal Transit Administration formula grant to states that sets forth the guidelines for statewide planning of transportation on a general basis, outlines the planning process goals and functions, and calls for the fair and equitable treatment, within that planning process, for all areas of the state.

Senior Center—A facility that houses core services for senior citizens (individuals sixty years or older), regardless of the individual's income. A center offers meals, information services, recreation, and transportation. A larger center provides additional services, such as adult day care, health promotion activities, homemaker services, education, and a variety of other services. Senior centers are the primary providers of services for the elderly, and they serve as meeting places where elders can gather and receive support from a community of their peers.

Subscription Trips—A type of transportation service where fixed routes and schedules are based on program hours and client pick-up location.

TANF Client—A person who meets the eligibility requirements of the New Mexico Works program and receives cash assistance from the NMHSD Income Support Division.

TANF-Eligible New Job—Jobs which require, at a maximum, a high school diploma or a GED.

Televillage—A specialized form of one-stop center. The Televillage Center is the physical facility that serves as the virtual town square or main street for the entire Televillage network, created through telecommunications and computer hardware and software to provide people and organizations with information and resources. These electronic communities are comprised of people, firms, governments, schools, libraries, health-care providers, and others, connected through a common need or vision, and linked through telecommunications, information resources, and shared services. Several neighborhood or regional Televillage Centers may exist within one network. A Televillage is the hub of an integrated information pathway involving information networks and equipment, which provide information, jobs, and social services to TANF clients, along with business services and other support to the general public, located in the neighborhoods where people live.

Temporary Aid for Needy Families (TANF)—Created by the 1996 welfare reform law, TANF is a program of block grants to states to help meet the needs of families with low income and limited resources through cash assistance. It replaces AFDC, JOBS, Emergency Assistance, and some other preceding federal welfare programs. It requires that people who can work must work and places a lifetime limit on benefits.

Three Variable Model— A transportation cost allocation model in which operating costs are broken down into three categories: costs related to vehicle miles, costs related to vehicle hours, and fixed costs.

Transportation Act for the Twenty-First Century (TEA-21)— A federal law enacted in 1998 that authorizes approximately \$217 billion for highways, highway safety, and mass transportation until fiscal year 2003.

Transportation Brokerages—Entities established for coordinating the screening of human services transportation recipients, determining eligibility, and arranging and paying for actual transportation services. The transportation broker may centralize vehicle dispatch, record-keeping, vehicle maintenance, and other functions, under contractual arrangement with agencies, municipalities, and other organizations. This method of coordinated transportation matches travelers with the most cost-efficient transportation providers through the use of central dispatching, referrals, and administrative facilities.

Transportation Coordination—a way to reduce federal transportation program costs by clustering passengers of public and human services transit; utilizing fewer one-way trips; and sharing the use of transportation personnel, equipment, and facilities.

welfare-to-work or wtw—In lower case letters, refers generically to welfare reform.

Welfare to Work (WTW)—In capital letters, refers to the US Department of Labor program created under the Balanced Budget Act of 1997 designed to address the educational and training needs of the “hardest to employ TANF recipients” or its New Mexico equivalent administered by the NM Department of Labor.

Welfare to Work Client—A TANF recipient who meets the criteria as follows:

- (a) A recipient who has been receiving assistance for at least 30 months or is with in 12 months of reaching time limits; AND,
- (b) Meets 2 or 3 of the following characteristics:
 1. Lacks a high school diploma or GED and has low math or reading skills (below grade level 8.9).
 2. Has a poor work history.
 3. Requires substance abuse treatment for employment.