

INSTRUCTIONS

COVID-19 Taxicab, Livery, and Hackney Transportation Partnership Grants Application

1. Complete the grant application. Attach files if needed in your responses. Attach files if needed in your responses. You may download a PDF of the application [here](#) and email it to tpollack@mapc.org or mholland@mapc.org
2. Download the template for the grant agreement between MAPC and grantee [here](#). Please review this agreement while your grant application is being reviewed by MAPC. Reviewing and executing the agreement early will allow for quicker disbursement of funds.
3. Grantees are responsible for the agreement or contract with taxicab, livery, or hackney businesses.
4. This grant program is provided in response to the Commonwealth State of Emergency due to the COVID-19 crisis. The Massachusetts Uniform Procurement Act, MGL c. 30B, §8, provides for that in an emergency, goods and services can be sourced as an Emergency Procurement. Grantees are responsible for documenting the process for any procurement. A memo outlining MAPC General Counsel's guidance on this matter can be downloaded [here](#).
5. Grant applications will be reviewed and awarded by MAPC on a rolling basis. Applications should be submitted by 5:00PM EST on June 12, 2020. Late applications may not be accepted. MAPC retains full discretion to accept or disqualify any late application. MAPC will evaluate grant applications under the following criteria:

Core:

- Applicant must meet the eligibility requirements listed on page 1 of grant application.
- Plan must serve the eligible populations and trips.
- Must include completed application.

Other:

- Clearness of plan purpose including documented need
 - Clearness of suggested program including plan for trip request and dispatching
 - Anticipated number of trips and riders served
 - Anticipated timeline to begin program
6. MAPC will communicate with the contact person noted in the application with any questions regarding the application and a Notice of Award if a grant is offered.
 7. MAPC has full discretion to negotiate any proposed work or price quoted after the application has been submitted. MAPC makes no representation that an award will be offered as a result of the submission of an application.

Questions about this application should be directed to **Travis Pollack** at tpollack@mapc.org or **Marah Holland** at mholland@mapc.org.