

MS Excel Application Benefits

Improvements for Applicants:

- ✓ MS Excel application with built in data validation, drop down lists, and conditional formatting help applicants with choosing eligible activities and standardized choices as they fill out the application.
- ✓ Reduces the amount of re-entering data, enter once; carries values developed in one part of the form to other parts of the form. Reduces redundant typing and copy/paste.
- ✓ Auto calculates totals, federal and local match can be preprogrammed to simplify and verify requests.
- ✓ Grays-out inapplicable sections of the form based on input in other parts of the form. Such as if applicant is only asking for a vehicle, Mobility management is grayed out.
- ✓ Easier to complete multiple requests through a basic application.
- ✓ Administrators can roll historic information such as vehicle information to new applications during the next round of project requests. Maintaining consistent information with less data entry by applicant.
- ✓ Organizational printing by tabs within excel allow for partial reprinting of pages when corrections are needed.
- ✓ Has check list to ensure application is complete.

Improvements for Evaluators:

- ✓ Better summarization of data. MAG can script data into a comprehensive comparative data sheet. I. E. requests for specific types of vehicles can be more easily compared.
- ✓ Future expansion of comparative data display.
- ✓ Standardized responses to questions for eligibility, types of requests, and comparable requests
- ✓ Evaluating total requests by type summarized into a single datasheet.
- ✓ Limits can be placed on open ended questions.
- ✓ Programming what ifs or scenarios are within reach.
- ✓ Final prioritization of projects is automatically calculated based on evaluative assessments per evaluator.

Improvements for Administration and Grant Management:

- ✓ Assists with requirements for reporting on performance measures to be identified by FTA for the program.
- ✓ Assists with meeting audit requirements for planning and grant management.
- ✓ Better summarization of data. Can script data into a comprehensive data base and generate reports. Such as agency vehicle reports.
- ✓ Better for generating TIP listings and organizing for grant submittals to FTA.