



Regional Active Transportation Program (ATP) Cycle 3

Pre-Application Workshop
July 14, 2016

ATP Program Goals

- Increase the proportion of trips accomplished by biking and walking
- Increase the safety and mobility of non-motorized users
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals
- Enhance public health, including reduction of childhood obesity through the use of programs like Safe Routes to School
- Ensure that disadvantaged communities fully share in the benefits of the program
- Provide a broad spectrum of projects to benefit many types of active transportation users

Distribution of Funding

- Three competitive programs:
 - Small Urban/Rural Competition (10% of funds)
 - Statewide Competition (50% of funds)
 - Regional Competition (40% of funds)
- Minimum of 25% of funds must benefit disadvantaged communities

Statewide Competition Schedule

Statewide Call for Projects released	4/15/2016
Application submittal deadline for Statewide Competition	6/15/2016
Scoring and ranking of Statewide Competition applications	6/16-10/27/16
CTC staff recommendation of projects for Statewide Competition	10/28/2016
CTC approval of recommended projects for Statewide Competition	12/7-12/8/16

Regional Competition Schedule

Regional Call for Projects released	7/1/2016
Application submittal deadline for Regional Competition	8/19/2016
Scoring and ranking of Regional Competition applications	9/1-11/4/16
SANDAG Independent Taxpayer Oversight Committee (ITOC) reviews <i>TransNet</i> /ATP Swap concept (if applicable)	11/9/2016
<i>TransNet</i> Swap coordination with applicants (if applicable) for Regional Competition	11/14-11/23/16
Deadline for Applicants to submit Resolution	11/25/2016
Publication of ranked project list for Regional Competition (through posting of Transportation Committee Agenda)	12/2/2016
Staff recommendation of Regional Competition ranked projects presented to SANDAG Transportation Committee	12/9/2016
Regional ATP project rankings considered by SANDAG Board of Directors	12/16/2016
CTC considers adoption of ranked project list for SANDAG Regional Competition	March 2017

Available Funding for Cycle 3

- Includes funding for 2 years: 2019-2020 and 2020-2021
- \$246 million is available for the Statewide Competition
- \$8.96 million is available for the Regional Competition

Funding (continued)

- Minimum request for funds: \$250,000
 - Does not apply to non-infrastructure projects, SR2S, or recreational trails
- Matching funds
 - Not required
 - Cannot be expended prior to CTC allocation of ATP funds in the same project phase
 - Must be expended concurrently and proportionately to ATP funds
 - May be adjusted shortly before/after contract award if necessary

Eligible Applicants

- Local, regional, state agencies (cities, counties, MPOs, RTPAs)
- Caltrans
- Transit agencies
- Natural resource or public lands agencies
- Public schools and school districts
- Tribal governments
- Private non-profit tax-exempt organizations

Implementing Agencies

- Encouraged for:
 - Applicants that are unable to apply
 - Applicants that are unable to enter into a Master Agreement with Caltrans
 - Applicants that are unfamiliar with the requirements of administering a federally-funded project
- If implementing agency will be responsible for ongoing operations and maintenance of facility, supplemental written documentation is required (see page 6 of Regional Guidelines)

Eligible Projects (4 types)

- Infrastructure (capital) projects including SR2S and recreational trails
- Non-Infrastructure projects (education, encouragement, enforcement projects)
- Combination NI-I projects
- AT Plans
 - Must be community-wide plans within or (for area-wide plans) encompassing disadvantaged communities
 - Maximum of 2% of funds distributed by Regional Competition will be available for funding AT plans
 - List of components on pages 9-10 of Regional Guidelines

Changes from Cycle 2

- Funding for AT Plans is now tied to disadvantaged communities (DAC)
- Funding for NI projects is now focused on start-up projects
- DAC definition
 - Must provide verifiable information with the application
 - A map is required with the application
 - If using school lunch criteria, project must be within 2 miles of the school
 - Projects on tribal lands qualify for DAC
 - Added criteria to use SANDAG RTP definition (minority, low-income, or senior populations)
- Explanation of optional *TransNet*-ATP funding exchange

Regional Application Submittal

- Applicants will use the Statewide ATP application
 - Allows for a single application for both Statewide and Regional Competitions
 - Allows evaluation committee to score all projects using the same information
- Applicants will also submit:
 - A supplemental questionnaire
 - Resolution from governing body (due no later than 11/25/16) for *TransNet-ATP* funding exchange (if applicable)

Project Selection Process

- Eligibility Screen
- Quantitative evaluation (SANDAG GIS staff)
- Qualitative evaluation (evaluation committee)
- Initial ranking
- Adjustment for Disadvantaged Communities (if needed)
- Final ranking and contingency project list
- *TransNet-ATP* funding exchange (if applicable)

Project Programming

- Once the CTC adopts the list of projects, the Regional Transportation Improvement Program (RTIP) will be amended to include the Statewide and Regional ATP projects.
- After the RTIP is amended, it will be approved at the federal level and included in the Federal Statewide Transportation Improvement Program (FSTIP).
- Once federal approval is obtained, applicants may proceed with implementation of their project.

Eligibility Determination

- Prior to the first allocation request for each ATP project; Caltrans will perform an eligibility determination on all items listed in the project estimate.
- For any NI work an Exhibit 22-R “Non-Infrastructure Work Plan” must be completed and submitted to Caltrans prior to the first allocation request.
- Once the Exhibit 22-R has been approved, the agency may proceed with their allocation request.

Allocation of Federal Funds

- The applicant/implementing agency is responsible for requesting funding allocation for their projects.
- To request an allocation, the following shall be submitted to Caltrans at least 8 weeks prior to the CTC meeting requested for allocation:
 - Local Assistance Program Guidelines (LAPG) Exhibit 22-N, Funding Allocation Checklist
 - LAPG Exhibit 22-O, Request for Funding Allocation
 - LAPG Exhibit 22-R, NonInfrastructure Work Plan (NI projects/components only)
 - Copy of the Award letter for the project
- RTPA concurrence is not required for any of these forms.

REQUEST FOR AUTHORIZATION (RFA) TO PROCEED

- Occurs after a project is programmed in the FTIP
- To initiate the authorization to proceed for any phase of a federally-funded project, the agency must prepare a “Request for Authorization to Proceed (E-76)” package per Chapter 3, of the Local assistance Procedures Manual (LAPM).
- Approval of the E-76 by the FHWA establishes the date for the start of reimbursable work for each project phase or component.
- Separate authorizations and fund obligations can be made for PA&ED, PS&E, Right of Way, and construction.

Timely Use of Funds

- ATP allocations must be requested in the fiscal year of the project programming
 - Construction allocations are valid for award for 6 months from the date of allocation unless the CTC approves an extension.
- Applicants may submit extension requests for consideration by the CTC
 - See Exhibit 22-B (ATP Time Extension) of the LAPM
- SANDAG staff is available to assist with extension requests

Unallocated Funds

- A project will be deleted from the ATP if there are programmed funds that are not allocated within the fiscal year programmed or within the time allowed by an approved extension
- Funds available following the deletion of a project may be allocated to a programmed project advanced from a future fiscal year.
- The CTC will utilize the Contingency List from the Regional ATP to determine which project will be next to receive funding (for the Regional Competition only)
- Unallocated funds in one fiscal year will carry over and be available for projects in the following fiscal year.

Reminders

- Must submit a copy of your Statewide application to SANDAG
- Address all applications to Jenny Russo to ensure timely delivery
- Submittal for the Statewide competition is not required

Questions?

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SANDAG ATP Website:
www.sandag.org/atpfunding