Program Overview

The TransNet Smart Growth Incentive Program (SGIP) provides funding to the cities and County of San Diego for comprehensive public infrastructure and planning projects that facilitate compact, mixed use development focused around public transit, and that will increase housing and transportation choices on the region.

The TransNet/TDA Active Transportation Grant Program (ATGP) provides funding to the cities and County of San Diego to plan and build facilities that promote multiple travel choices for residents and connectivity to transit. The grant programs also encourage local jurisdictions to provide bicycle parking, education, encouragement, and awareness programs that support pedestrian and bicycle infrastructure. TransNet ATGP funds are supplemented by available Transportation Development Act (TDA) Article 3 funds.

The TransNet ATGP - Active Transportation Program (ATP) Funds Exchange was implemented by SANDAG to reduce the administrative burden associated with receipt of ATP funds, which have federal funding requirements. The funds exchange resulted in a transfer of ATP funds for TransNet ATGP funds for projects that were selected through the regional ATP process. Projects receiving TransNet funds as a result of the funding exchange are being administered by SANDAG through the ATGP.

Call for Projects

- Issued biennially - The most recent call for projects for both the ATGP and SGIP was released December 2017
- Approximately $30.6 million dollars was made available (~$6M/year for SGIP and ~1M/year for ATGP)
- In July, 2018, the SANDAG Board of Directors will consider approval for funding recommendations
- To date $10.7 million in TransNet ATGP funds have been approved for ATP Funds Exchange projects
Invoicing

- Invoices are due quarterly for work performed during the following timeframes:

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>July 1 – Sept. 30</td>
<td>October 15</td>
</tr>
<tr>
<td>Oct. 1 – Dec. 31</td>
<td>January 15</td>
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<tr>
<td>Jan. 1 – March 31</td>
<td>April 15</td>
</tr>
<tr>
<td>April 1 – June 30</td>
<td>July 15</td>
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</tbody>
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- Use SANDAG reporting and invoicing templates
- Invoice packets must include progress report AND backup documentation for all expenses:
  - **Staff costs:** Must be accompanied by certified payroll documentation, such as timesheets, labor reports, etc. (note: only direct salaries are eligible for reimbursement, not benefits)
  - **Consultant costs:** Must be accompanied by invoices from consultant(s) AND proof of payment
  - **Construction/contractor costs:** Must be accompanied by invoices from contractor, schedule of values, AND proof of payment
  - **Other costs:** Should be supported by a transaction receipt OR invoice from vendor AND proof of payment
  - **Note about Proof of Payment:** Grant funds are available on a reimbursement basis. Invoices must include “proof of payment” to be eligible for reimbursement (i.e., copy of physical check, printout from accounting system, etc.)

- Include an itemized summary of all expenses incurred during the reporting period
- Pro rata reimbursement rate is set at the time of grant agreement execution if a match contribution is being provided
- 10% off of each invoice retained by SANDAG until successful project completion

Website

TransNet Smart Growth and Active Transportation Grant Program Information: [http://www.sandag.org/cycle3grants](http://www.sandag.org/cycle3grants)

Interactive Map of SGIP and ATGP Projects: [http://www.keepsandiegomoving.com/grants](http://www.keepsandiegomoving.com/grants)