

## CAPITAL GRANT APPLICATION FORM

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<b>Project Title:</b>
<b>Applicant (Jurisdiction):</b>
<b>Amount Requested:</b>

### ***APPLICATION CHECKLIST***

- Ten hard copies and one CD of the complete Active Transportation application (including all attachments, clearly labeled).
  - Resolution authorizing the application, committing to provide matching funds, and authorizing staff to accept grant funds and execute the grant agreement, and documenting community support.
  - Format: narrative pages on 8.5x11 paper, all narrative text has at least 1 inch margins on all sides and no less than 10pt. font size (footers and headers exempt from the above requirements).
  - Baseline data collection included in Scope of Work, Schedule, and Budget.
  - Documentation of matching funds.
  - Vicinity maps showing project location and local/regional street, bicycle, transit, and highway facilities within and near the project area (may be printed on up to 11x17 paper).
  - Documentation of support for the project from community groups or individuals (recommended but not required).
  - Aerial photos and other photographs depicting existing conditions.
  - Feasibility study or project study report (include in CD ONLY, do NOT attach as hard copy).
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|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Completed application form:</li> <li><input type="checkbox"/> Project Summary</li> <li><input type="checkbox"/> Project Location Map</li> <li><input type="checkbox"/> Project Costs &amp; Funding Sources</li> <li><input type="checkbox"/> Project Readiness</li> <li><input type="checkbox"/> Project Connections and Safety</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Quality of Project</li> <li><input type="checkbox"/> Supportive Policies and Programs</li> <li><input type="checkbox"/> Scope of Work, Schedule, and Budget</li> <li><input type="checkbox"/> Engineer's Estimate</li> <li><input type="checkbox"/> Plans showing that minimum design standard has been met</li> </ul> |
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If any of the above are not included with the application by the deadline (with the exception of documentation of community support), the application will be deemed ineligible.


## GRANTEE STATEMENTS

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- The proposed grantee has read the standardized sample grant agreement
- The proposed grantee understands that SANDAG will not reimburse applicants for expenses incurred prior to execution of a grant agreement.
- If the SANDAG Board of Directors approves the grant, the proposed grantee agrees to sign and return the standardized grant agreement to SANDAG, without exceptions, within 45 days of receipt.
- The proposed grantee agrees to comply with SANDAG's Board Policy No. 035 *Competitive Grant Program Procedures*, which outlines "use-it-or-lose-it" project milestones and completion deadlines. Board Policy No. 035 is included in the standardized grant agreement as Attachment B, and is also on the SANDAG website at the following link: [http://www.sandag.org/organization/about/pubs/policy\\_35.pdf](http://www.sandag.org/organization/about/pubs/policy_35.pdf)
- The proposed grantee understands that all invoices must be accompanied by a written progress report of the charges for both requested reimbursement of grant and matching funds and submitted to SANDAG no less frequently than quarterly. Invoice and progress report templates are available on the SANDAG website at the following link: <http://www.sandag.org/grants/forms>
- The proposed grantee understands that upon approval of funding by the SANDAG Board of Directors, the applicant will provide a copy of their approved indirect cost rate audit or their proposed indirect cost rate methodology, if charging for overhead, to SANDAG for review and approval, which must occur prior to execution of the grant agreement.
- The proposed grantee understands that a resolution including the requirements of Board Policy No. 035, Section 4.1, must be submitted to SANDAG at least two weeks prior to the recommendation by the Transportation Committee of the list of grant projects to be considered eligible. SANDAG will provide applicants with advance notice of the Transportation Committee's anticipated meeting dates.

I certify that I agree with the above statements, have reviewed the Active Transportation Grant Program Guidelines, and that the information submitted in this application is accurate and in accordance with these guidelines.

I have the authorization to submit this grant on behalf of my organization.

Ed Walton	Director, Engineering & Project Development Dept.
Grantee Name (print or type)	Title
	July 16, 2012
Grantee Signature (signature cannot be electronic)	Date (mm/dd/yyyy)

## PROJECT SUMMARY

<b>Applicant (Agency):</b>
<b>Project Title:</b>

**Project Area Limits:** e.g. 4<sup>th</sup> St. between Laurel St. and Ash St., and 5<sup>th</sup> St. between Laurel St. and Ash St.

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**Project Description: (4 lines max)**

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<b>Primary Contact Person</b> ( <i>Project Manager</i> ):	
Title:	
Street Address:	City and Zip Code:
Phone:	E-mail Address:

Is this project in your agency's adopted capital improvement program? (Y/N) \_\_\_\_

Is the project part of a larger capital improvement project?

If so, describe the larger project in its entirety, as well as the funding sources:

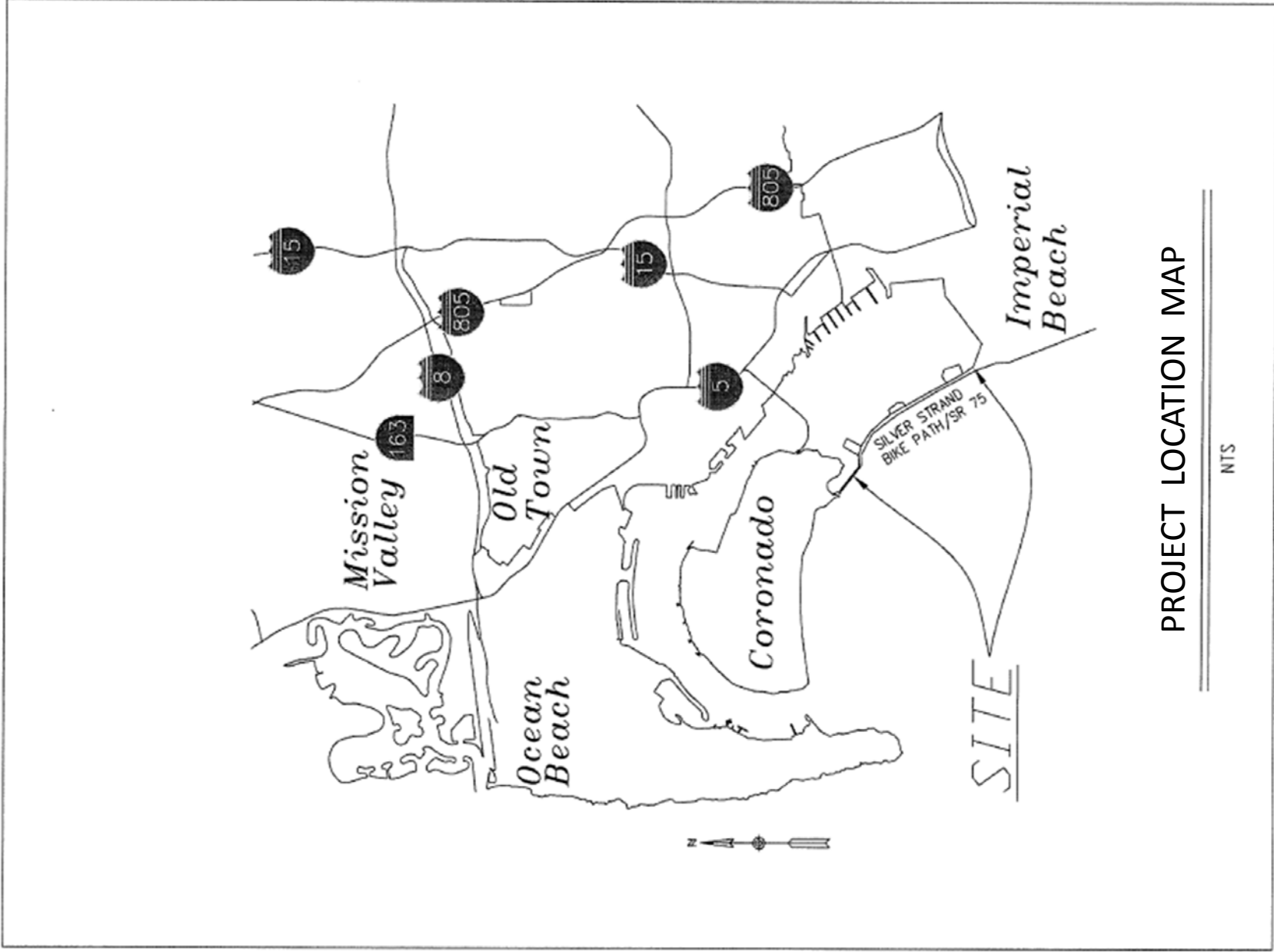
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<b>Active Transportation Grant Funds Request</b>	<b>\$</b>
<b>Matching Funds</b>	<b>\$</b>
<b>Total Project Cost</b>	<b>\$</b>
<i>Total Project Cost = Active Transportation Grant Funds + Matching Funds</i>	

Can this project be broken into phases? (Y/N) \_\_\_\_ If yes, briefly list phased scope and costs:

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**PROJECT LOCATION MAP**



**PROJECT LOCATION MAP**

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## PROJECT COSTS AND FUNDING

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### **TOTAL ESTIMATED PROJECT COST:**

**Project Cost Estimates:** On a separate sheet, provide an itemized engineer's cost estimate for all eligible expenses.

Summary of Cost Estimates

Category	Cost
Baseline Data Collection	
Preliminary Engineering or Planning	
Engineering	
Project Management	
Contract Engineering	
Environmental Clearance	
Right-of-Way Acquisition	
Final Design	
Construction	
Construction Management	
Construction Contract	
<b>Total Cost</b>	<b>\$</b>

Funding Sources:

Funding Source	Amount
Active Transportation Grant	
Other (specify source)	
<b>Total Funding</b>	<b>\$</b>

### **MINIMUM DESIGN STANDARDS & GUIDELINES**

Clearly illustrate that the minimum design standard is being met. Plans provided must be actual cross-section drawings. (Provide photographs, if applicable) See Eligibility Criteria for more information on design standards and guidelines.

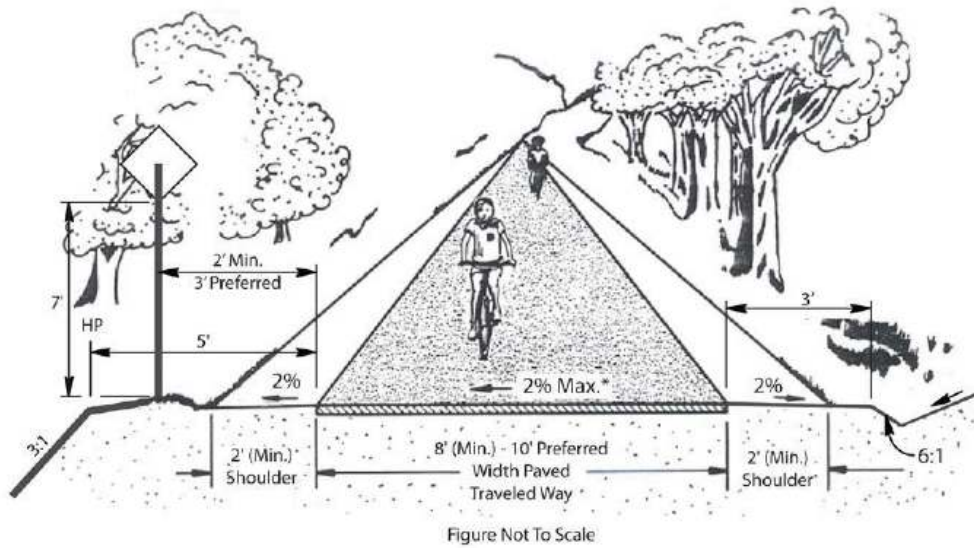
# MINIMUM DESIGN STANDARDS & GUIDELINES

## Caltrans Highway Design Manual Chapter 1000

1000-6  
May 7, 2012

### HIGHWAY DESIGN MANUAL

**Figure 1003.1A**  
**Two-Way Class I Bikeway (Bike Path)**



#### NOTES:

- (1) See Index 1003.1(13) for pavement structure guidance of bike path.
  - (2) For sign clearances, see California MUTCD, Figure 9B-1.
- \* 1% cross-slope minimum.

## PROJECT READINESS

### COMPLETION OF MAJOR MILESTONES

<b>Phase</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Community Active Transportation Strategy/ Neighborhood-level plan/corridor study	N/A	
2. Environmental Documentation/Certification	12-Sep	12-Sep
3. Right-of-Way Acquisition	N/A	N/A
4. Final Design	12-Nov	12-Dec
5. Construction	13-Mar	13-Mar

**SILVER STRAND BIKE PATH SHOULDER IMPROVEMENT PROJECT**

EXISTING CONDITIONS Photo A and Photo B



Photo A - Located in Segment 1

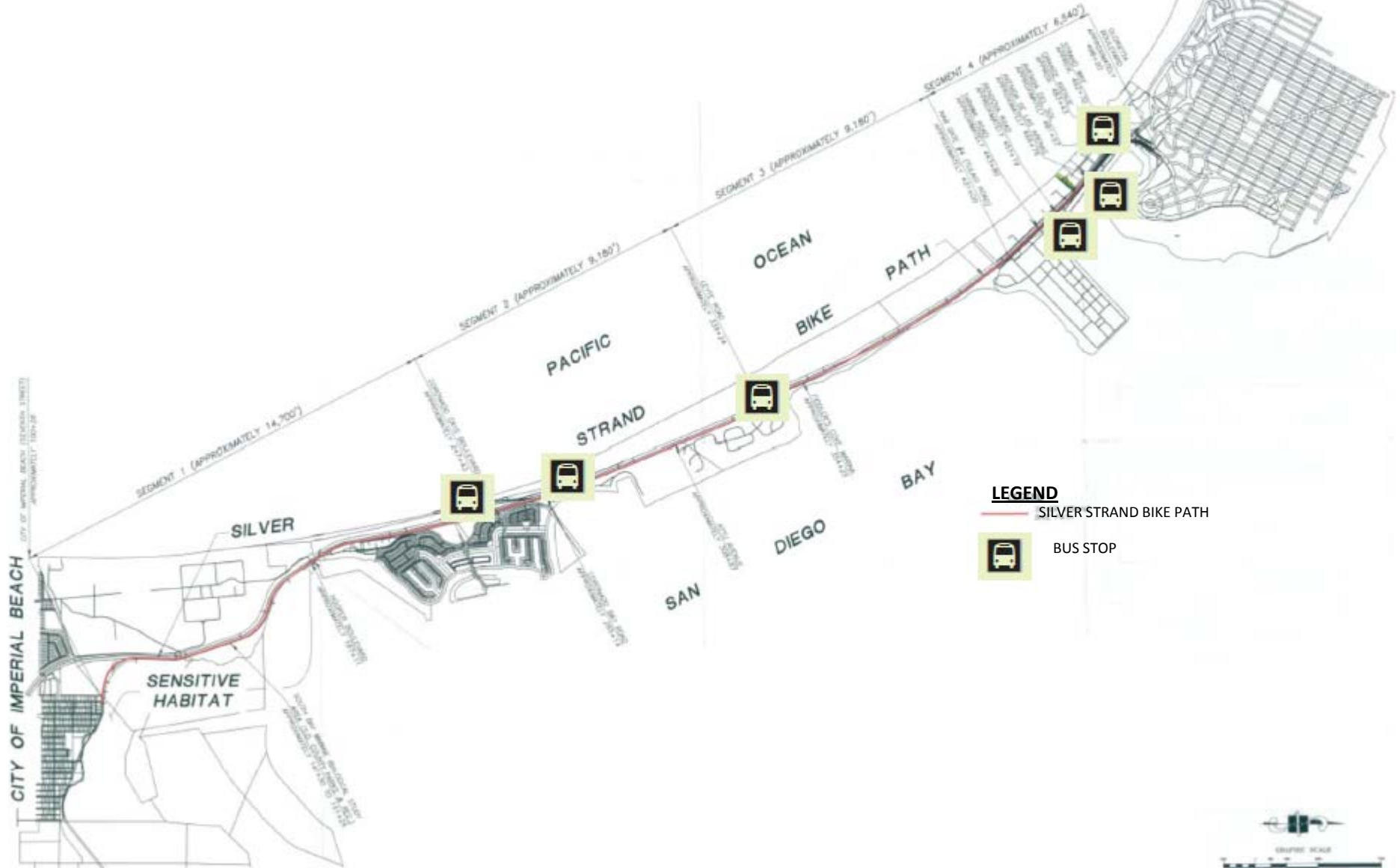


Photo B - Located in Segment 2



# SILVER STRAND BIKE PATH SHOULDER IMPROVEMENT PROJECT CONNECTION AND SAFETY MAP

CITY OF CORONADO  
(THE VILLAGE)



**LEGEND**  
 — SILVER STRAND BIKE PATH  
 BUS STOP

**Safety Improvements and Overcoming Barriers (250 words max plus collision data attachments)**

Describe, in bullets, the **specific** safety issues addressed by the project. Please attach documentation for safety and collision history. If collision data is provided, it must be annotated to highlight collisions applicable to the project and why they are relevant.

If applicable,(1) attach a map and/or photos indicating gaps an dbarriers, including changes in facility type where appropriate; (2) describe any locations within the project limits where barriers or hazardous conditions exist that prohibit safe access for bicyclists and pedestrians.

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**Vehicle Speed Limit and Average Daily Traffic (ADT)**

Street Name:	
Speed Limit:	ADT:

Street Name:	
Speed Limit:	ADT:

Street Name:	
Speed Limit:	ADT:

Street Name:	
Speed Limit:	ADT:

## QUALITY OF PROJECT

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For this section, please provide answers in bullet format. A short, concise narrative may be provided, if necessary, to describe the project.

### **Effectiveness and Comprehensiveness of Proposed Bicycle, Pedestrian, and/or Traffic Calming Measures, and Relationship to Program Objectives**

Describe the need for traffic calming, pedestrian, and bicycle improvements in the project area, in **bullets**. (6 lines max)

List the goals of the project, in **bullets**.

Describe the proposed improvements and why they are particularly suited to address the needs stated above, in **bullets**. (6 lines max)

### **INNOVATION**

Is this or will this project be an FHWA or State experimentation effort?  Yes  No If yes, evidence must be attached.

Does this project propose any solutions that are new to the region? If so, please describe, in **bullets**.

## SUPPORTIVE POLICIES AND PROGRAMS

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### *COMPLEMENTARY PROGRAMS*

Describe in **bullets**, any programs that complement the proposed capital improvements: awareness, education efforts, increased enforcement, bicycle parking. Describe who will be responsible in implementing the programs and how they relate directly to the capital improvements. In order to receive points, programs must be included in project Scope of Work, Schedule, and Budget.

### *SUPPORTIVE POLICIES AND PLANS*

Cite in **bullets**, any policy language in approved plans that support this project, or cite Community Active Transportation Strategy that was completed prior to this application.

Briefly describe any other relevant aspects of the project.

## SANDAG ACTIVE TRANSPORTATION GRANT PROGRAM SCOPE OF WORK, SCHEDULE, AND BUDGET

**Project Title:** Coronado Bayshore Bikeway Shoulder Improvements

**Project Location/Limits:**

Bayshore Bikeway from Strand Way to Imperial Beach city limits.

**Project Description:**

Construct two-foot wide shoulders along both sides of bike path.

**Contract No.:**

SANDAG Use Only

**Claim (TDA)/Project (TNet) No.:**

SANDAG Use Only

Task No.	Task Description	Deliverable/s	Start Date	Completion Date	SANDAG Funds	Matching Funds	TOTAL
1	Baseline Data collection	Collected data & forms	Sep-12	Sep-12		\$5,000	\$5,000
<b>2</b>	<b>Finalize Plans</b>	<b>100% Plans</b>	<b>Nov-12</b>	<b>Dec-12</b>		<b>\$5,000</b>	<b>\$5,000</b>
2.1	30% Plans		Nov-12	Nov-12			
2.2	60% Plans		Nov-12	Nov-12			
2.3	90% Plans		Dec-12	Dec-12			
2.4	100% Plans		Dec-12	Dec-12			
<b>3</b>	<b>Advertise and Award Construction Contract</b>	<b>Contract</b>	<b>Jan-13</b>	<b>Mar-13</b>		<b>\$5,000</b>	<b>\$5,000</b>
<b>4</b>	<b>Project Construction</b>	<b>Completed project</b>	<b>Mar-13</b>	<b>Mar-13</b>	<b>\$392,000</b>		<b>\$392,000</b>
<b>TOTALS</b>					\$392,000	\$15,000	\$407,000

**PROJECT REVENUES**

Source	FY 2012	FY 2013	FY 2014	TOTAL
AT Grant	\$392,000			\$392,000
Other (List sources)	\$15,000			\$15,000
				\$0
				\$0
<b>TOTALS</b>	<b>\$407,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$407,000</b>

RESOLUTION NO. 8555

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR ACTIVE TRANSPORTATION GRANT PROGRAM FUNDS THROUGH THE SAN DIEGO ASSOCIATION OF GOVERNMENTS FOR THE CORONADO BIKE PATH SHOULDER IMPROVEMENTS PROJECT AND ACCEPTING THE TERMS OF THE GRANT AGREEMENT**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORONADO**, as follows:

**WHEREAS**, \$8.8 million of Transportation Development Act/TransNet funding for capital and non-capital active transportation projects is available to local jurisdictions and the County of San Diego from Fiscal Year 2011-2012; and

**WHEREAS**, the City of Coronado wishes to receive \$392,000 in Active Transportation Grant funds for the Coronado Bike Path Shoulder Improvements Project; and

**WHEREAS**, the City of Coronado understands that the Active Transportation Grant Program funding is fixed at the programmed amount, and therefore project cost increases that exceed the grant awarded will be the sole responsibility of the grantee; and

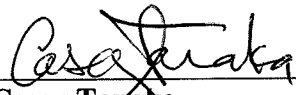
**WHEREAS**, the City of Coronado agrees to complete the proposed grant project within a timely matter and in compliance with Board Policy No. 035.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Coronado that City staff is authorized to submit an application to SANDAG for Active Transportation Grant Program funding in the amount of \$392,000 for the Coronado Bike Path Shoulder Improvements project; and

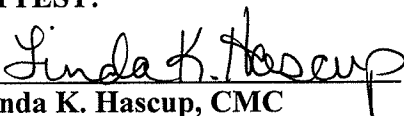
**BE IT FURTHER RESOLVED** that, if a grant award is made by SANDAG to fund the Coronado Bike Path Shoulder Improvements project, the City of Coronado commits to providing \$15,000 of matching funds in the form of dedicated project staff time and authorizes City staff to accept the grant funds, execute the attached grant agreement with SANDAG with no exceptions, and complete the Coronado Bike Path Shoulder Improvements project.

**PASSED AND ADOPTED** by the City Council of the City of Coronado, California this 19th day of June 2012 by the following vote, to wit:

<b>AYES:</b>	<b>DENNY, DOWNEY, OVRUM, WOIWODE, TANAKA</b>
<b>NAYS:</b>	<b>NONE</b>
<b>ABSENT:</b>	<b>NONE</b>
<b>ABSTAIN:</b>	<b>NONE</b>

  
\_\_\_\_\_  
**Casey Tanaka,**  
**Mayor of the City of Coronado**

**ATTEST:**

  
\_\_\_\_\_  
**Linda K. Hascup, CMC**  
**City Clerk**