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 though 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

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide Call for Projects released</td>
<td>4/15/2016</td>
</tr>
<tr>
<td>Application submittal deadline for Statewide Competition</td>
<td>6/15/2016</td>
</tr>
<tr>
<td>Scoring and ranking of Statewide Competition applications</td>
<td>6/16-10/27/16</td>
</tr>
<tr>
<td>CTC staff recommendation of projects for Statewide Competition</td>
<td>10/28/2016</td>
</tr>
<tr>
<td>CTC approval of recommended projects for Statewide Competition</td>
<td>12/7-12/8/16</td>
</tr>
</tbody>
</table>
# Regional Competition Schedule

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

ATP PROGRAM - Jenny Russo
Jenny.Russo@sandag.org
(619) 699-7314

PROGRAMMING - Michelle Smith
Michelle.Smith@sandag.org
(619) 595-5608

SANDAG ATP Website:
www.sandag.org/atpfunding