

# Transportation Alternatives Program

2017 Call for Projects

For the St. Louis, Missouri Region

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**Applications Due: Monday, June 19, 2017 by 4:00 PM**



**EAST-WEST GATEWAY**  
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

# TRANSPORTATION ALTERNATIVES PROGRAM PROJECT DEVELOPMENT WORKBOOK

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## TRANSPORTATION ALTERNATIVES PROGRAM PROJECT DEVELOPMENT WORKBOOK

### **INTRODUCTION**

This workbook is intended to provide information and reference material to assist local governments in completing applications for Transportation Alternatives Program (TAP) funding available through the East-West Gateway Council of Governments (hereinafter referred to as East-West Gateway). TAP provides funding for a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. This program does not fund traditional roadway projects or provide maintenance for these facilities. This program is funded through the Federal Highway Administration (FHWA).

### **BACKGROUND**

The former Transportation Enhancement (STP-E) program was originally authorized in the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and continued through four successive laws, the 1998 Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the 2012 Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), and the 2015 Fixing America's Transportation (FAST) Act. MAP-21 replaced the former STP-E program with the TAP and consolidated most of the activities previously funded under the STP-E program with the Safe Routes to School (SRTS) program. In the FAST Act, TAP has become a set-aside of the Surface Transportation Block Grant Program. East-West Gateway will continue to refer to the program as "TAP," instead of the "Surface Transportation Block Grant Transportation Alternatives Set-Aside," which is how TAP was renamed in the FAST Act.

### **POLICY FRAMEWORK**

A Metropolitan Planning Organization (MPO) is required to develop fiscally constrained long-range transportation plans and a Transportation Improvement Program (TIP). East-West Gateway, as the designated MPO for the St. Louis region, selects projects in accordance with the principles and framework identified in the long-range transportation plan, *Connected2045*<sup>1</sup> (adopted June 2015). The TIP<sup>2</sup> contains the financial and implementation schedule for all projects receiving federal transportation funding, including TAP funds.

The East-West Gateway St. Louis Regional Bicycling and Walking Transportation Plan<sup>3</sup> places emphasis on defining the nature of bicycling and walking environments and provides guidance for communities developing biking and pedestrian facilities. The Gateway Bike Plan,<sup>4</sup> produced by Great Rivers Greenway District and endorsed by the East-West Gateway Board of Directors in January 2012, provides priorities to enhance bicycle travel by recommending improvements to more than 1,000 miles of roadways in St. Louis City, St. Louis County, and St. Charles County.

In 2006, East-West Gateway launched the Great Streets Initiative<sup>5</sup> to help communities envision and plan for interesting, lively, and attractive streets that serve the interests of motorists, transit riders, bicyclists, and pedestrians. The development of a great street not only brings interest and activity to

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<sup>1</sup> *Connected2045*: <http://bit.ly/1f5mFpY>

<sup>2</sup> Current TIP: <http://bit.ly/2jAMXDh>

<sup>3</sup> St. Louis Regional Bicycling and Walking Transportation Plan: <http://bit.ly/195RLn9>

<sup>4</sup> Gateway Bike Plan: <http://greatriversgreenway.org/about-us/projects-in-partnership/gateway-bike-plan/>

<sup>5</sup> Great Streets Initiative: <http://bit.ly/1nmZBVE>

a roadway, but it often has the potential to ignite positive economic and social activity within the community. East-West Gateway encourages all communities to incorporate the Great Streets principles into their roadway projects.

### **NATIONAL GUIDELINES AND STANDARDS**

The FHWA released a memorandum (August 2013) expressing support for a *flexible approach* to bicycle and pedestrian facility design. The memo supports the use of the National Association of City Transportation Officials (NACTO) *Urban Bikeway Design Guide* and the Institute of Transportation Engineers (ITE) *Designing Urban Walkable Thoroughfares*, in addition to AASHTO's bicycle and pedestrian facility design guides, in the development of non-motorized transportation networks.

The FHWA encourages the appropriate use of these guides to help fulfill the aims of the 2010 United States Department of Transportation Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations, which states:

*"...DOT encourages transportation agencies to go beyond the minimum requirements, and proactively provide convenient, safe, and context-sensitive facilities that foster increased use by bicyclists and pedestrians of all ages and abilities, and utilize universal design characteristics when appropriate."*

A list of bicycle and pedestrian resources is included in [Appendix A](#).

### **MPO BOUNDARY**

Eligible applicants located within East-West Gateway's MPO boundary may submit projects for consideration. This includes the entirety of Franklin, Jefferson, St. Charles, and St. Louis counties and the City of St. Louis in Missouri, and Madison, Monroe, and St. Clair counties in Illinois.

### **ELIGIBLE APPLICANTS**

**Illinois:** Eligible applicants include local governments, regional transportation authorities, transit agencies, and any other local or regional government entity with responsibility for oversight of transportation or recreational trails. Eligible sponsors are also expanded to natural resource or public land agencies, and school districts, local education agencies, or schools.

**Missouri:** The entities eligible to receive TAP funds in Missouri are limited to city, county, or transportation-related government agencies, including Bi-State Development Agency and Great Rivers Greenway. School districts and not-for-profit agencies are not eligible applicants, but may partner as secondary sponsors with any eligible entity.

### **AVAILABLE FUNDING**

TAP funds from FY 2018, FY 2019, and FY 2020 will be programmed. For this project solicitation, East-West Gateway anticipates the following funding targets:

**Illinois:** Approximately \$1.4 million

**Missouri:** Approximately \$8.5 million

Please note that these funds are an estimated allotment and are subject to change.

## **FUNDING LIMITS**

There is not a maximum dollar limit on the cost for TAP projects. However, given the limited amount of federal funds available, projects that request in excess of \$1,000,000 in Missouri and \$400,000 in Illinois should indicate in the application if the project can be broken down into constructible segments. Please include the amount for each segment in the cost estimate, as well as a financial plan for each segment.

If a portion or segment of a project is recommended for federal funding, the unfunded portion or segment must be applied for and approved individually in future funding rounds. It is important to establish logical termini for each constructible segment. For bicycle and pedestrian facilities, logical termini usually represent a roadway intersection, connection with another facility, or delivery to a destination. Having logical beginning and ending termini creates independent utility, or a usable facility, even if the project is not expanded in future phases.

## **MATCH REQUIREMENTS**

For TAP projects, including SRTS projects, a local match is required to pay for at least 20% of the total eligible project cost for each phase of work (*i.e., preliminary engineering, right-of-way acquisition, utility relocations, construction engineering, and construction costs*). Local public agencies must have sufficient funds available to pay for the non-federal share of project expenditures. If the applicant expects any other agency to provide part of the local match, the applicant must include a letter from the other agency agreeing to financially participate and approving the scope of work. **Please note:** For projects in Illinois, a local match is required to pay for at least 50% for right-of-way and easement acquisition, and at least 20% for preliminary engineering, utility relocations, construction engineering, and construction costs.

Use of in-kind donations from third-parties in lieu of local funds for match will be considered on a case-by-case basis. Third-party donations could include materials, land, or services that will be incorporated into the project. Federal requirements may restrict the situations in which in-kind donations for match can be used. Sponsors must identify on the application form if use of in-kind donations for match is requested. The respective state department of transportation, on behalf of FHWA, must approve use of in-kind donations in lieu of local funds for match prior to performing reimbursable work. The respective state department of transportation will work with sponsors to establish the eligibility and value of in-kind donations.

## **FUNDING TYPE**

TAP is a federal reimbursement program. Funding recipients must have the capacity to cover project costs from the beginning of the project to implementation. Funding recipients will enter into funding agreements with their respective state department of transportation and eligible expenses will be reimbursed once the project sponsor has submitted all required documentation.

Keep in mind that the federal funds allocated to a project are fixed. The project sponsor must pay all costs incurred in excess of the federal funding allocated to the project. Therefore, it is important to develop a good estimate for the project application. Any work begun prior to state department of transportation approval will not be federally reimbursed.

## **APPLICATION FEE**

An application fee is required for each project that is submitted for consideration. The application fee is ½ of 1% of the federal funds being requested. For example, a sponsor requesting \$350,000 in federal funding would be required to pay a \$1,750 application fee. If the project is not recommended for funding, the application fee will be refunded. Counties make annual contributions to East-West Gateway and, as such, a credit equal to their annual contribution is applied against their application fee. Counties will be invoiced for any amount above the annual contribution credit.

## **PROJECT DEVELOPMENT SCHEDULE**

TAP funds may be programmed in FY 2018, FY 2019, and FY 2020. No more than one federally reimbursable phase of work (*i.e., preliminary engineering, right-of-way acquisition, and construction*) can be scheduled in the same fiscal year.

## **PROJECT DEVELOPMENT GUIDANCE**

IDOT and MoDOT have both developed separate guides for project sponsors using federal transportation funds.

**Illinois:** The IDOT Bureau of Local Roads and Streets Manual is available at: <http://bit.ly/2jbOu6o>.

**Missouri:** The MoDOT Local Public Agency (LPA) Policy is available at: <http://bit.ly/1Fzw139>.

## **COORDINATION BETWEEN AGENCIES**

Sponsors need to coordinate with other affected agencies in the project limits. The applicant must include a letter from the agency with jurisdiction over the facility (if different than the applicant) stating its approval and cooperation on the project. For example, if you are proposing to make improvements to a roadway owned and maintained by MoDOT, the applicant must provide an approval letter from MoDOT.

In addition, if the project is on the Gateway Bike Plan or connects to a Great Rivers Greenway (GRG) facility, provide an approval letter from GRG. Similarly, if your project is on a transit route, please submit a letter from the transit agency (*i.e., Bi-State Development, Madison County Transit, St. Clair County Transit District*) with their review and comments on the project.

## **FEDERAL FUNCTIONAL CLASSIFICATION**

TAP funding has no restriction on use based on roadway functional classification. However, the project must be non-recreational and relate to surface transportation.

## **PROJECT ELIGIBILITY**

Projects must have a direct relationship to surface transportation and funding may be used for any phase of the project, including preliminary engineering/design, environmental, right-of-way, or construction. [Appendix B](#) contains examples of projects that are eligible to receive TAP funding.

Eligible activities under TAP consist of:

1. Transportation Alternatives as defined in section 101 [former 23 U.S.C. 101(a)(29)]:
  - a. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
  - b. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
  - c. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
  - d. Construction of turnouts, overlooks, and viewing areas.
  - e. Community improvement activities, *which include but are not limited to*:
    - i. Inventory, control, or removal of outdoor advertising;
    - ii. Historic preservation and rehabilitation of historic transportation facilities;
    - iii. Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
    - iv. Archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
  - f. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
    - i. Address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 23 U.S.C. 133(b)(3) [as amended under the FAST Act], 328(a), and 329 of title 23; or
    - ii. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats (Former 23 U.S.C. 213(b)(2)-(4)).
2. The Safe Routes to School (SRTS) Program eligible projects and activities listed in section 1404(f) of SAFETEA-LU.
  - a. Infrastructure Related Projects –
    - i. The planning, design, and construction or infrastructure-related projects that will substantially improve the ability of students to walk and bicycle to school, including: sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycling crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.
  - b. Non-Infrastructure Related Activities –
    - i. Activities to encourage walking and bicycling to school, including: public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers or coordinators of safe routes to school programs.

## **INELIGIBLE ACTIVITIES**

Items not eligible for TAP funding include:

- Safety and educational activities for pedestrians and bicyclists, **except** activities targeting children in Kindergarten through 8<sup>th</sup> grade, which are eligible under SRTS.
- Acquisition of scenic easements and scenic or historic sites.
- Scenic or historic highway programs, including visitor, historic sites, or safety rest areas.
- Landscaping<sup>6</sup> and other scenic beautification as independent projects. However, landscaping and scenic enhancement features are eligible as part of any federal-aid highway project under 23 U.S.C. 319, including TAP funded projects.
- Historic preservation as an independent activity unrelated to historic transportation facilities.
- Operation of historic buildings, structures, or facilities.
- Archaeological planning and research undertaken for proactive planning. This category can only be used as mitigation for highway projects.
- Transportation museums.

## **EXCLUDED USES**

Projects will be rejected if the application includes any ineligible items. If there is any doubt about an item, please contact East-West Gateway staff for clarification. TAP funds cannot be used for the following:

- Recreational projects, such as pedestrian or bicycle loops around ball fields, parks, lakes, or other public areas.
- Playground equipment, sports fields, campgrounds, picnic areas, and pavilions.
- Roadway resurfacing or reconstruction.
- Lighting that is not pedestrian scale (*i.e., street lighting*).
- Normal environmental mitigation work.
- Rip-rapping for water runoff as an independent project.
- Hardscapes (*i.e., monuments/statues, welcome/gateway signs, water fountains, towers, flag poles, etc.*).
- Routine maintenance and operations, including incidental (*i.e., grass cutting, tree pruning, tree removal, soil stabilization, noise barriers, drainage improvements, etc.*).

## **OTHER ELIGIBILITY REQUIREMENTS**

To sponsor a TAP project, an applicant must follow the state and federal rules for using federal funds. A TAP project must adhere to the following guidelines:

- The project must meet at least one of the eligible TAP activities, or eligible under the SRTS program.
- For SRTS non-infrastructure projects, traffic education and enforcement activities must take place within approximately two miles of a primary or middle school (Kindergarten through 8<sup>th</sup> grade). Other eligible SRTS non-infrastructure activities do not have a location restriction.
- The project must have a direct relationship to an intermodal transportation system in terms of function, impact, and/or proximity.
  - **Function:** The project has a functional relationship to the transportation system (*i.e., the construction of bicycle or pedestrian facilities*).

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<sup>6</sup> Landscaping and scenic beautification are no longer eligible to be the focus of a project; however, landscaping may be done as a complement to, or incidental component of, any highway project, including TAP projects. While there is little flexibility, landscaping should generally be immediately adjacent to infrastructure improvements and reasonable in terms of expanse and cost.

- **Impact:** The project has a physical impact on the transportation system (*i.e., creating a wetland to filter water runoff from the highway*). Projects with this type of transportation relationship are usually associated with ongoing or planned highway projects.
- **Proximity:** The project is adjacent to or is in close proximity to the transportation system and is visible to the general public (*i.e., the acquisition of scenic easements, removal of outdoor advertising, etc.*). Proximity alone is not enough to establish the relationship to surface transportation.
- The project must involve activities that are over and above normal transportation practice.
- All applicants are required by law to comply with the American Disabilities Act (ADA) of 1990 and Title VI of the Civil Rights Act of 1964.
- The funded activities must be accessible to the general public or targeted to a broad segment of the population.
- The funded activity must provide public access for at least 25 years. The property must be either owned by the project sponsor or involve a permanent lease.
- The project sponsor must demonstrate adequate plans for and commit to ongoing maintenance costs for the expected life of the project, which should be at least 25 years.
- The project sponsor must indicate the Person of Responsible Charge for each phase of work.

## **SCHEDULE**

The schedule for the East-West Gateway process to solicit, review proposals, and select projects for funding is provided below. The submission deadline will not change, but the dates of other steps in the process may be subject to change.

<b>Date 2017</b>	<b>Activity</b>
April 4	Call for proposals – TAP application forms posted online
April 4 – June 19	EWG staff is available to assist applicants as needed
April 11	Project Development Workshop - Illinois ( <i>optional to attend</i> )
April 20	Project Development Workshop - Missouri ( <i>optional to attend</i> )
May 5	Preliminary applications due ( <i>optional to submit</i> )
May 17	Project Review Workshop - Missouri ( <i>optional to attend</i> )
May 18	Project Review Workshop - Illinois ( <i>optional to attend</i> )
May 19	Preliminary application comments returned
May 24	Project Review Workshop - Missouri ( <i>optional to attend</i> )
June 19	Deadline for receipt of complete applications
August 2	Missouri/Illinois Transportation Planning Committee meeting – project recommendations for inclusion in TIP
August 3 – September 5	Public comment period
September 27	East-West Gateway Board of Directors meeting – amended to TIP

## **PROJECT DEVELOPMENT WORKSHOP**

East-West Gateway is hosting project review workshops to provide information on TAP, including program eligibility and requirements, project applications, scoring criteria, and available funding. The Illinois Project Development Workshop is scheduled for April 11, 2017 and the Missouri Project Development Workshop is scheduled for April 20, 2017. Location information is provided below. Attendance is not required for applicants to participate in this funding opportunity, but is strongly encouraged. Registration is available on the EWG website ([www.ewgateway.org](http://www.ewgateway.org)).

	<b>Illinois</b>	<b>Missouri</b>
<b>Date &amp; Time</b>	April 11, 2017 9:30 AM – 11:30 AM	April 20, 2017 9:30 AM – 11:30 AM
<b>Location</b>	IDOT District 8 Office 1102 Eastport Plaza Drive, Collinsville, IL 62234	The Heights 8001 Dale Avenue, Richmond Heights, MO 63117

## **PROJECT REVIEW WORKSHOP**

East-West Gateway is hosting project review workshops for local sponsors that plan on submitting a TAP project application. The workshops will be held on May 17, 2017 and May 24, 2017 for Missouri applicants, and on May 18, 2017 for Illinois applicants. Location information is provided below. At the workshop, local sponsors receive feedback from a panel of experts with regards to their proposed project application. This workshop is intended for local agencies that have at the very least a specific project concept to present for review. Sponsors are required to submit a preliminary application, including a project location map, before the workshop so the panelists can gain some knowledge of the projects they will be reviewing. Each sponsor will have a half-hour to discuss the project. Attendance at this workshop is encouraged, but not required to submit a project application. Registration for the workshop will be available in late-April.

	<b>Illinois</b>	<b>Missouri</b>
<b>Date &amp; Time</b>	May 18, 2017 9:00 AM – 3:00 PM	May 17, 2017; 9:00 AM – 3:00 PM May 24, 2017; 9:00 AM – Noon
<b>Location</b>	IDOT District 8 Office 1102 Eastport Plaza Drive, Collinsville, IL 62234	East-West Gateway One Memorial Drive, Suite 1600 St. Louis, MO 63102

## **EVALUATION CRITERIA AND REVIEW PROCESS**

East-West Gateway staff will review and evaluate all completed applications received by the application deadline. The criteria that will be used to evaluate TAP projects are available in [Appendix C](#) of this Project Development Workbook. The evaluation and scoring of all submitted projects will be based on the answers provided in the application. A project's suitability for regional funding may be compromised if the application is found to have omissions or inaccuracies.

Once East-West Gateway staff has reviewed, evaluated, and ranked the TAP projects, projects recommended for funding are presented to the Transportation Planning Committee and the Board of Directors for approval. Approved projects are then incorporated in the TIP. The TIP is reviewed by the FHWA and the Federal Transit Administration (FTA) in consultation with the Environmental Protection Agency to determine project eligibility and compliance with air quality requirements. After the approval of the TIP by these federal agencies, projects included therein are eligible to receive federal funds. Project sponsors then work directly with their respective state department of transportation or federal agency to arrange for reimbursement of project expenses.

## **DEADLINE, APPLICATION DOCUMENT, AND SUBMISSION INSTRUCTIONS**

The call for projects begins April 4, 2017 and ends on June 19, 2017 at 4:00 p.m. Applications received after the deadline will not be accepted.

The TAP Project Development Workbook and TAP application forms are available for download from the East-West Gateway website ([www.ewgateway.org](http://www.ewgateway.org)). There are three separate project application forms, depending on project type:

- Bicycle and pedestrian facilities, including the SRTS infrastructure
- SRTS non-infrastructure activities
- Community improvement and environmental mitigation activities

The application forms are provided in PDF format and allow applicants to fill-in the necessary information. **Please save the application to your computer before filling out the necessary information.** Rename the PDF file using the following format: 2017TAP\_[Sponsor]\_[Project Name].pdf. Viewing and utilizing the applications will require the installation of Adobe Reader. A free download of the software can be obtained here: <http://get.adobe.com/reader/>. You may attach additional pages to the application if necessary to address questions in the application.

To apply, email the completed application and necessary attachments to Rachael Pawlak at [rachael.pawlak@ewgateway.org](mailto:rachael.pawlak@ewgateway.org). The electronic submission must include scanned signatures. Please submit one application per email. Electronic copies can also be delivered on a CD or USB drive. You will receive an email confirmation within one business day of submittal. If you do not receive confirmation or have questions about the application, contact Rachael Pawlak.

Applicants must also submit one (1) hard copy and required attachments to:

East-West Gateway Council of Governments  
Attention: Transportation Planning Department – TAP  
Gateway Tower  
One Memorial Drive, Suite 1600  
St. Louis, MO 63102-2451

## **PRELIMINARY APPLICATIONS**

Project sponsors wanting feedback on applications may submit a preliminary copy by May 5, 2017 to Rachael Pawlak at [rachael.pawlak@ewgateway.org](mailto:rachael.pawlak@ewgateway.org). East-West Gateway staff will review the applications submitted and will return comments by email by May 19, 2017. If a preliminary application is submitted for feedback, a final application must still be submitted by June 19, 2017.

## **QUESTIONS? CONTACT INFORMATION**

If you have any questions, contact Rachael Pawlak at 314/421-4220 (MO) or 618/274-2750 (IL), or email at [rachael.pawlak@ewgateway.org](mailto:rachael.pawlak@ewgateway.org).

**[Applications are due Monday, June 19, 2017 by 4:00 PM](#)**

## APPENDIX A. BICYCLE AND PEDESTRIAN RESOURCES

### **NATIONAL GUIDELINES AND STANDARDS**

American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities (2012, 4<sup>th</sup> Edition) – AASHTO is a not-for-profit, nonpartisan association representing state highway and transportation departments. It publishes a variety of planning and design guides, including the 2012 AASHTO Guide for the Development of Bicycle Facilities. The Guide provides detailed planning and design guidelines on how to accommodate bicycle travel and operation in most riding environments. It covers the planning, design, operation, maintenance, and safety of on-road facilities, shared use paths, and parking facilities. Flexibility is provided through ranges in design values to encourage facilities that are sensitive to local context and incorporate the needs of bicyclists, pedestrians, and motorists.

The AASHTO Bicycle Guide can be purchased at: <http://bit.ly/QvY2a8>

AAHSTO Guide for the Planning, Design, and Operation of Pedestrian Facilities (July 2004) – This pedestrian guide provides guidelines for the planning, design, operation, and maintenance of pedestrian facilities, including signals and signing. The Guide recommends methods for accommodating pedestrians, which vary among roadway and facility types, and addresses the effects of land use planning and site design on pedestrian mobility.

The AASHTO Pedestrian Guide can be purchased at: <http://bit.ly/1f2z0uv>

National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide (2014, 2<sup>nd</sup> Edition) – NACTO is a non-profit association that represents large cities on transportation issues of local, regional, and national significance. The NACTO Urban Bikeway Design Guide is based on the experience of the best cycling cities in the world. Most of these treatments are not directly referenced in the current version of the AASHTO Guide to Bikeway Facilities, although they are virtually all (with two exceptions) permitted under the Manual on Uniform Traffic Control Devices (MUTCD).

The NACTO Urban Bikeway Design Guide can be viewed at: <http://bit.ly/1WnMzZ>

Institute of Transportation Engineers (ITE) Designing Walkable Urban Thoroughfares: A Context Sensitive Approach (2010) – The FHWA supported the production of the ITE Report due to widespread interest for improving both mobility choices and community character through a commitment to creating and enhancing walkable communities. The Report describes the relationship, compatibility, and trade-offs that may be appropriate when balancing the needs of all users, adjoining land uses, environment, and community interests when making decisions in the project development process.

The ITE Guide can be downloaded at: <http://bit.ly/2oC7sC0>

### **ADDITIONAL RESOURCES**

National Association of City Transportation Officials (NACTO) Urban Street Design Guide (2013) – The NACTO Urban Street Design Guide gives an overview of the principles that cities are using to make streets safer and more livable. Many of the treatments in the NACTO Guide are compatible with the AASHTO Guide and demonstrate new and innovative solutions for the urban environment.

The NACTO Guide can be downloaded at: <http://bit.ly/1poWSNq>

Manual on Uniform Traffic Control Devices (MUTCD) (2009 Ed.) – The MUTCD defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public traffic. The MUTCD is published by the FHWA under 23 Code of Federal Regulations (CFR), Part 655, Subpart F.

The current edition of the MUTCD can be downloaded at: <http://1.usa.gov/1iHMon5>

FHWA Separated Bike Lane Planning and Design Guide (2015) – The FHWA Separated Bike Lane Planning and Design Guide outlines planning considerations for separated bike lanes and provides a menu of design options covering typical one and two-way scenarios.

The FHWA Separated Bike Lane Guide can be downloaded at: <http://bit.ly/2nbptHd>

FHWA Small Town and Rural Multimodal Networks (2016) – The FHWA Small Town and Rural Multimodal Networks document is intended to be a resource for transportation practitioners in small towns and rural communities. It applied existing national design guidelines in a rural setting and highlights small town and rural case studies.

The FHWA Small Town and Rural Multimodal Networks document can be downloaded at: <http://bit.ly/2no1HZw>

FHWA Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts (2016) – The FHWA Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts document is a resource for practitioners seeking to build multimodal transportation networks. The publication highlights ways that planners and designers can apply the design flexibility found in current national design guidance to address common roadway design challenges and barriers.

The FHWA Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts document can be downloaded at: <http://bit.ly/2nnPx2F>

Trailnet Streets for Everyone Guide (2014) – The Trailnet Streets for Everyone Guide provides information about the design elements, costs, benefits, best practices for implementation, and common concerns about low-stress facilities and connections.

The Trailnet Streets for Everyone Guide can be downloaded at: <http://bit.ly/2or5YKS>

## **DESIGN RESOURCE INDEX**

The Design Resource Index (DRI) identifies the specific location of information in key design manuals for various pedestrian and bicycle design treatments. The DRI allows practitioners to quickly access the right resources and reduces the amount of time it takes to search through multiple design guides to find the information needed.

The Design Resource Index can be downloaded at: <http://bit.ly/2ocovy9>

## APPENDIX B. PROJECT EXAMPLES

Examples of projects that may be considered eligible include, but not limited to:

1. Pedestrian and Bicycle Facilities
  - a. New or reconstructed sidewalks, walkways, or curb ramps
  - b. Bicycle lane striping
  - c. Wide paved shoulders
  - d. Bicycle parking and bus racks
  - e. New or reconstructed off-road trails
  - f. Bicycle and pedestrian bridges and underpasses
2. Safe Routes for Non-Drivers
  - a. Planning for pedestrian and bicycle activities
  - b. Improve the ability of non-drivers to access daily needs, such as schools, clinics, libraries, markets, and public transportation
  - c. Educational programs relating to children in grades K-8
  - d. Construction or reconstruction of sidewalks, transit shelters, and transit stops
3. Conversion of Abandoned Railway Corridors to Trails
  - a. Planning, designing, and constructing multi-use trails along a railroad right-of-way
  - b. Major reconstructions of multi-use trails along a railroad right-of-way
  - c. Developing rail-with-trail projects
  - d. Purchasing unused railroad property for reuse
4. Scenic Turnouts and Overlooks
  - a. Construction of turnouts and overlooks
5. Outdoor Advertising Management
  - a. Billboard inventories, including those done with GIS/GPS
  - b. Removal of illegal and non-conforming billboards
6. Historic Preservation and Rehabilitation of Historic Transportation Facilities
  - a. Restoration and reuse of historic buildings with strong link to transportation history
  - b. Restoration and reuse of historic buildings for transportation related purposes
  - c. Interpretive displays at historic sites
  - d. Access improvements to historic sites and buildings
  - e. Restoration of railroad depots, bus stations, and lighthouses
  - f. Rehabilitation of rail trestles, tunnels, bridges, and canals
7. Vegetation Management
  - a. Clearing low-hanging branches or other vegetation encroaching on a travel corridor
  - b. Landscaping to improve sightlines or other safety considerations
  - c. Planting grasses or wildflowers to manage erosion along transportation corridors
8. Archeological Activities
  - a. Research, preservation planning, and interpretation
  - b. Developing interpretive signs, exhibits, and guides
  - c. Inventories and surveys
9. Stormwater Mitigation
  - a. Detention and sediment basins
  - b. Stream channel stabilization
  - c. Storm drain stenciling and river clean-ups
  - d. Water pollution studies
10. Wildlife Management
  - a. Wetlands acquisition and restoration
  - b. Stream channel stabilization
  - c. Wildlife underpasses or overpasses which may include bridge extensions to provide or improve wildlife passage and wildlife habitat connectivity
  - d. Monitoring and data collection on habitat fragmentation and vehicle-caused wildlife mortality

## APPENDIX C. SCORING CRITERIA

### Bicycle and Pedestrian Facility Scoring Criteria

The following general criteria will be used to evaluate all bicycle and pedestrian projects, including SRTS infrastructure projects. SRTS non-infrastructure has separate criteria, which is described under the SRTS non-infrastructure project criteria. An overview on how the bicycle and pedestrians projects are evaluated and scored follows.

	<b>Evaluation Category</b>	<b>Points Possible</b>	<b>Description</b>	<b>Factors – Project Scoring Measures</b>
<b>GENERAL CRITERIA (50 points)</b>	Project Readiness / Implementation <ul style="list-style-type: none"> <li>• Funding/budget</li> <li>• Design</li> <li>• Engagement</li> </ul>	15	Ability to implement project quickly.	Additional local funding overmatch. Project budget. Status of design plans. Stakeholder/community feedback and support.
	Consistency with Adopted Plans	15	Advances local/regional goals and objectives.	Improvement is cited as a priority or consistent with an adopted plan, ordinance, or policy.
	Serving Environmental Justice (EJ) Areas	5	Improves access for areas with above median proportions of racial minorities, poverty, disabilities, zero car households, or seniors.	Project is in or partially in an EJ tract.
	Proximity to Population, Employment, Retail, and Transit: Project Utilization Index (PUI)	15	Improves mobility within areas that have high concentrations of residents, employees and access to transit.	Anticipated usage based on average PUI score.
<b>PROJECT SPECIFIC CRITERIA (50 points)</b>	Promote Public Health	5	Provides access to schools, parks, health care, recreation, etc.	Improved access to community resources.
	Facility Level of Stress Measure	25	Provides safer and less intimidating facilities for pedestrians, bicyclists, and other non-drivers.	Greater level of accommodation by implementing low-stress facilities.
	System Connectivity	15	Improves connections between neighborhoods, cities, and counties.	Linking or connecting existing bicycle or pedestrian facilities to complete the regional network.
	Designing Facilities for all Users of the Road	3	Creates safe and accessible transportation options for everyone.	Number of transportation modes directly integrated.
	Environmental Quality	2	Provides benefits to the environment.	Project addresses water quality, energy efficiency, or other improvements.
	<b>TOTAL</b>	<b>100</b>		

A more detailed explanation about the evaluation categories follows.

## **General Criteria**

### **Project Readiness/Implementation**

*Project Overmatch:* The purpose of this criterion is to allow those projects that have funding sources greater than the minimum required local match (20%) to score higher. The local match shows commitment from the local government to implement the project. If the applicant expects any other agency to provide part of the local match, the applicant must include a letter from the other agency agreeing to financially participate and approving the scope of work. Applications will be allocated points on the following basis:

35% local match or greater	3 points
30% - 34.9%	2 points
25% - 29.9%	1 point
20.1% - 24.9%	0 points

*Budget:* Project sponsors need to submit a detailed cost estimate. If some program elements are not reasonable, do not relate, or do not have a strong connection to the TAP activity, then zero points are assigned. If all expenses are reasonable and relate to the project scope, two (2) points are assigned.

*Design Plan Development:* To help choose projects that are most ready to proceed, points will be assigned for having design plans complete. Project sponsors that have final design plans complete will receive two (2) points, one (1) point is assigned if preliminary plans are complete, and zero points are assigned if the project is in the conceptual phase and using TAP funding for preliminary engineering.

*Community Support:* Project sponsors are asked to demonstrate broad based community support for the proposed project (*i.e., letters of endorsement or petitions from associations, boards, citizens, and affected businesses, and outcomes of public meetings for the project*). The goal of this criterion is to show support from the community beyond the local government officials. If a SRTS infrastructure project is proposed, provide a letter of support from the affected school and describe any engagement from the school.

Eight (8) points are awarded if community support is sufficiently demonstrated from the affected agencies and/or populations. Sufficiently demonstrated means the project sponsors reach out to affected businesses, property owners, community members, schools, etc., and there is documentation of the public involvement process by demonstrating or providing the materials that show community support for the project (*i.e., public meeting minutes, newspaper clippings, press announcements, and petitions*). Support letters are provided. Up to five (5) points are awarded if community support is partially demonstrated, meaning that there was a minimal public involvement process. Zero points are awarded if there is no support demonstrated, and there was no public involvement process.

### **Consistency with Adopted Plans**

This criterion is included in the evaluation process to identify and add significance to roadway segments or trail corridors if the improvement is identified in a locally adopted plan. Applicants are asked to cite any City Council or Board adopted plan, ordinance, or policy with which the proposed project is consistent or that specifically includes the proposed project. Applicants are asked to submit the page(s) from the plan to show consistency. Fifteen (15) points are assigned if the improvement is cited as a priority in the adopted plan, ordinance, or policy. Seven (7) points are assigned if the project is consistent with the adopted plan, ordinance, or policy. Zero points are assigned if the project is not consistent or not mentioned in a locally adopted plan, or is a stand-alone, isolated idea.

### Serving Environmental Justice Areas

This criterion in the evaluation process is included to account for areas that are considered environmental justice (EJ) areas, which include areas with above median proportions of racial minorities, poverty, disabled, elderly, or zero car households. Five (5) points are assigned if the project falls within a census tract with populations above median proportions of racial minority and/or poverty. Two (2) points are assigned if the project falls within a census tract with populations above median proportions of disabled, elderly, and/or zero car households. If the project does not fall within an EJ tract, zero points are assigned. A map of the environmental justice populations is provided in [Appendix D](#).

### Project Utilization Index

East-West Gateway will evaluate biking and walking projects that are in areas that have bike- and pedestrian-supportive densities and land uses, as well as access to transit. East-West Gateway will use a weighted land use data set (40% employment + 40% retail + 20% population) and a weighted transit score to create a Project Utilization Index (PUI). The PUI represents a composite index of land use and transit, where land use is weighted at 60% and transit is weighted at 40%. The Project Utilization Index<sup>7</sup> is the criterion for evaluating anticipated usage, using a one-mile buffer. East-West Gateway will use the Index to group projects into quartiles and assign points as follows:

Top quartile	15 points
Second quartile	11 points
Third quartile	7 points
Lowest quartile	3 points

A map of the Project Utilization Index is provided in [Appendix E](#).

### Project Specific Criteria

#### Promote Public Health

Transportation investments that connect residents to local community resources can have a profound impact on public health. If the project benefits public health by increasing access to community resources, such as schools, parks, health care, recreation, etc., up to five (5) points will be awarded. If the project does not provide any public health benefits, zero points will be assigned.

#### Facility Level of Stress Measure

Low-stress bicycle and pedestrian facilities attract bicyclists and pedestrians because they are safe, comfortable, and convenient routes<sup>8</sup>. In many cases, low-stress bicycle facilities create low-stress pedestrian facilities due to the traffic calming design. Examples of low-stress facilities include shared-use paths, cycle tracks, buffered or protected bike lanes, shared-lane markings, high-visibility crosswalks, and road diets. The functional class of the roadway (local, collector, or arterial) also impacts stress level. For instance, bike lanes and shared-lane markings can go from low-stress to high-stress depending on the functional class of the roadway (i.e., speed, ADT). In addition, the context zones (rural, suburban, general urban, urban center, and urban core) play an important role when implementing the appropriate low-stress facility.

The level of stress measure uses the scale on the following page. Examples of each level of stress are also provided.

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<sup>7</sup> Development of Project Utilization Index: <http://bit.ly/2mMmJnx>

<sup>8</sup> Mineta Transportation Institute “Low-Stress Bicycling and Network Connectivity” Report, May 2012: <http://transweb.sisu.edu/PDFs/research/1005-low-stress-bicycling-network-connectivity.pdf>.

Point Scale	Level of Stress	Bicycle Examples	Pedestrian Examples
5	Low-Stress	Physically separated bikeways, including shared use paths, cycle tracks, and protected bike lanes 6' wide or more; low volume, mixed-flow traffic at 25 mph or less; and intersections easy to approach and cross.	Sidewalks on one side/both sides of the road (maximum FHWA recommendation met); sidewalks are the appropriate width (i.e., 5' in residential areas and 8' in commercial urban areas); crossing treatments are addressed (i.e., crosswalks/pedestrian signals); appropriate buffers between pedestrians and motor traffic (i.e., parked cars/landscaping/protected bike lanes); traffic calming where warranted (i.e., road diets, pedestrian refuge islands, right corner islands); sufficient and appropriate pedestrian lighting; and large sidewalk obstructions are absent in pedestrian through zone (i.e., lighting, utility poles).
3	Medium-Stress	Conventional bike lanes next to 30 mph auto traffic.	Sidewalks on one side/both sides of the road (per FHWA recommendation, only the "required" level is met when a "preferred" level is proposed).
1	Medium-High Stress	Conventional bike lanes next to 35+ mph auto traffic; and mixed flow traffic at 30 mph.	Sidewalks on one side/both sides of the road (per FHWA recommendation, sidewalks are on one side when FHWA lists two sides as "required").
0	High-Stress	Conventional bike lanes next to traffic speeds 40+ mph; riding in mixed traffic at 35+ mph; "Share the Road" or "Bikes May Use Full Lane" signage where not warranted; conflicts with intersections and driveways along a shared use path; and not addressing barriers in the network.	Sidewalks that are in poor condition to non-existent; long blocks with no mid-block crossings; long pedestrian crossing distances; lacks warranted crossing treatments; pedestrian pushbuttons do not exist at controlled intersections; and lighting/utility obstructions in pedestrian path.

East-West Gateway staff will examine the before level of stress conditions for bicycling or walking in the project area, followed by a prospective evaluation of the post-project level of stress conditions. The difference between these two conditions would measure the magnitude of level of stress improvements the project would achieve. The difference between these two conditions will then be multiplied by five (5) for a total score, up to twenty-five (25) points.

### System Connectivity

System connectivity is a factor related to linking or connecting existing bicycle or pedestrian facilities to complete the regional network. If the project fills in an important missing gap (links both ends or connects to more than one existing facility), fifteen (15) points are assigned. If the project extends the limits of an existing network of pedestrian and/or bicycle facilities (connects to one end), or if the project builds a new facility that intersects an existing facility, ten (10) points are assigned. If the project builds a new isolated section of *planned* regional trail or bicycle and/or pedestrian facilities, three (3) points for connectivity are assigned. Zero points are assigned if the facility is isolated, and there are no future plans to extend the facility and make connections to existing facilities.

### **Designing Roads for All Users**

Projects that create safe and accessible transportation options for everyone and provide greater access to transit will receive full points under this criterion. The Gateway Bike Plan states, “A walking or bicycling trip may end at a destination such as working or shopping, or it can be part of a longer journey that involves transit...Targeting the provision of safe and convenient bicycle facilities such as lanes, trails, and bicycle parking can increase the service radius of a transit stop.” In addition, bus stops that have access via sidewalks and appropriate street crossing locations, and have adequate lighting ensure personal safety for pedestrians who use transit.

Under this category, if the project only provides facilities for pedestrians or bicyclists, one (1) point is assigned. If the project provides both bicycle and pedestrian improvements, two (2) points are assigned. One (1) additional point is assigned if the project provides greater access to transit. Sponsors can receive up to three (3) points under this category.

### **Environmental Quality**

Green infrastructure is a design approach to managing stormwater, the urban heat island effect, public health, and air quality. Sustainable stormwater management treats and slows runoff from impervious roadways, sidewalks, and building surfaces. Examples of green infrastructure include bioswales, rain gardens, pervious strips, pervious pavement, and planting into curb extensions (green bulb-outs) and pedestrian refuge islands. If the proposed project includes green infrastructure, two (2) points are awarded. If the project does not provide any green infrastructure, zero points are assigned.

## **Safe Routes to School Non-Infrastructure Scoring Criteria**

All projects must meet the appropriate TAP eligibility requirements and follow professional standards. An overview on how the SRTS non-infrastructure projects are evaluated and scored follows.

<b>Evaluation Category</b>	<b>Points Possible</b>	<b>Description</b>	<b>Factors – Project Scoring Measures</b>
Program Match/ Budget	5	Committed funding overmatch and feasibility of budget.	Additional local funding overmatch. Feasible project budget.
Target Population	10	Program serves the greatest number of students.	Percentage of students expected to benefit from the project.
Serving Economically Disadvantaged Populations	5	Program accessible to disadvantaged participants.	Project enhances bike and/or walking safety for economically disadvantaged populations.
Existing Conditions and Problem Identification	20	Evaluation of the problem.	There is a demonstrated need for the project. Completion of Student Travel Tally and Parent Survey.
Potential to Improve the Condition	20	Promotion of walking and bicycling through enhanced safety and education.	Proposed program addresses the identified problem (through encouragement, enforcement, education, etc.). Project is new or enhances current activities (no duplication of programs). Coordination with other activities, plans, policies, or projects.
Multi-Modal	5	Safety education for non-drivers.	Project educates on both walking and bicycling safety.
Project Partners	15	Demonstrated support for the program.	Partners are responsible for some aspect of the project.
Measure of Effectiveness	10	How sponsor will evaluate the project.	Project outcomes are identified. Accurate methods are in place for tracking pre- and post-evaluation.
Sustainability	10	Continuing efforts to sustain the program.	Project will continue at the school once SRTS funds are expended.
<b>TOTAL</b>	<b>100</b>		

A more detailed explanation about the evaluation categories follows.

### **Program Match/Budget**

*Project Overmatch:* The purpose of this criterion is to allow those projects that have funding sources greater than the minimum required local match (20%) to score higher. The match shows commitment from the local government to implement the project. Applications will be allocated points on the following basis:

35% local match or greater	3 points
30% - 34.9%	2 points
25% - 29.9%	1 point
20% - 24.9%	0 points

*Budget:* If all expenses are reasonable and relate to the program activities, two (2) points are assigned. Examples of non-infrastructure costs are those for: training materials/ supply, educational events/activities, program incentives, and facility fees. If there are some questionable expenses, zero points are assigned.

### **Target Population**

Points will be assigned based on the percentage of students, grades K-8, expected to benefit from the project or activity, described as follows:

50% or more	10 points
25% - 49.9%	5 points
10% - 24.9%	3 point
9.9% or less	0 points

### **Serving Economically Disadvantaged Populations**

This criterion in the evaluation process is included to account for areas that are economically disadvantaged. Applicants are asked to explain how the program or activity will positively impact disadvantaged areas that the project will serve. Free and reduced-lunch (F&RL) data will be used to evaluate disadvantaged populations in Missouri, and low-income student data will be used in Illinois. Five (5) points are assigned if the project enhances biking and/or walking safety for economically disadvantaged populations. If the project does not serve a disadvantaged community, zero points are assigned.

### **Existing Conditions and Problem Identification**

*Background information on existing conditions and problems:* The problem needs to be described in sufficient detail to provide a clear understanding. Information should include physical and perceived obstacles and risks to children, including children with disabilities. Applicants are asked to provide any background information to support the problem, for example, accident data, traffic counts, and community and school surveys or audits. If the project involves education at multiple schools, specific information for each school needs to be complete. If sufficient information on the existing conditions and the problem is identified, ten (10) points are assigned. If the demonstration of need is not provided, zero points are assigned.

*Project survey:* The National Center for Safe Routes to School has developed a set of data collection forms and tools intended to help local and state SRTS programs measure and evaluate results. The Student Travel Tally helps measure how students travel to and from school. The Parent Survey is a 5-10 minute questionnaire that gathers information about factors that affect whether parents allow their children to walk or bike to school, the presence of safety-related conditions along the routes to school, and other background school travel data. If both the Student Travel Tally and Parent Survey have been completed and attached to the application, and the findings support the project, ten (10) points are assigned. If the Student Travel Tally and Parent Survey are completed and attached, five (5) points are assigned. If the Student Travel Tally and Parent Survey are not completed, zero points are assigned.

### **Potential to Improve the Condition**

*Potential to increase walking and/or biking among students:* Applicants need to describe the activity or project in sufficient detail to provide an understanding of the program. The response needs to indicate clearly how it will address the problems identified. If the applicant demonstrates how the program or activity addresses the current problem, and the project enhances access to the school(s), up to ten (10) points are assigned. If the applicant does not sufficiently describe how the project or program will enhance biking and/or walking among students, zero points are assigned.

*Project coordination/duplication:* The applicant needs to describe existing programs or activities at the school(s) pertaining to the 5 E's of safe routes to school that support biking and walking. If there is not currently bicycle or pedestrian education at the school(s), or the new SRTS program would enhance current activities, up to ten (10) points are assigned. If the new program would duplicate an existing program and there is no coordination with other activities, plans, policies, or projects, zero points are assigned.

### **Multi-Modal**

Projects that educate on both walking and biking safety will be assigned five (5) points. If the project focuses on only bicycle education or only pedestrian education, zero points will be assigned.

### **Project Partners**

The applicant must indicate the partnerships or collaborations they have developed with individuals, agencies, and/or organizations that are important to the success of the project, and clearly identify the descriptions and roles of each project partner. Partners can include: school officials, local traffic engineers, law enforcement agencies, public health agencies or organizations, school-based associations, local elected officials, non-profit groups, local bicycle shops, students, media, home owner association, neighbors and neighborhoods surrounding school and project area, etc. Fifteen (15) points are assigned if evidence is provided that partners understand and accept their role in the project and partners do not simply "support" project, but are responsible for some aspect of the project. Ten (10) points are assigned if there is community support for the project, but the partners are not responsible for any aspects of the project. Zero points are assigned if there is no collaboration demonstrated.

### **Measure of Effectiveness**

The applicant should describe an accurate method for measuring or determining the success of the program once implemented<sup>9</sup>. Measurements should minimally include before and after data on the total number of students reached. Examples of measures include, but are not limited to: number of fliers distributed, number of classes receiving presentations, scores on quizzes, number of helmets fitted, and number of neighborhood residents who attend meetings. Ten (10) points are assigned if the project applicant has an accurate method in place for tracking the pre- and post-evaluation of the SRTS project, including the data collection and reporting. Zero points are assigned if the project will not be evaluated or monitored, or if there is no information provided.

### **Sustainability**

Applicants need to explain how SRTS programs or activities will continue at the school(s) after the TAP money is spent. In order to build and maintain support for the project, program efforts must be visible to students, the community, and decision makers. Examples of ongoing activities include, but are not limited to: the establishment of wellness committees or SRTS teams, yearly train the trainers, and integration of bicycle and pedestrian lesson plans in core subjects. Applicants can submit written statements to support the commitment, such as letters from health representatives, educational community, walking and bicycling organizations, and other interested advocacy groups. If bicycle and/or pedestrian activities will continue at the school(s) after the TAP funding has been expended, ten (10) points will be assigned. If the project sponsor has no plans to continue the program because of funding issues, or if there is no discussion on the future of the program, zero points are assigned.

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<sup>9</sup> Evaluation Guide for Community Safe Routes to School Programs: <http://bit.ly/1mvZ5lr>

## **Community Improvement Activities Scoring Criteria**

Community Improvement Activities are generally not competitive. Consideration will be given in certain circumstances where significant benefit to the region is demonstrated. All projects must meet the appropriate TAP eligibility requirements and follow professional standards. All projects must have a relationship to the transportation system, in terms of function or impact.

Community Improvement Activities include:

- Construction of Turnouts, Overlooks, and Viewing Areas
- Inventory, Control, and Removal of Outdoor Advertising
- Historic Preservation and Rehabilitation of Historic Transportation Facilities
- Vegetation Management Practices in Transportation Rights-of-Way
- Archeological Activities Related to Implementation of a Transportation Project

## **General Criteria**<sup>10</sup>

Sponsors can receive up to 50 points for the general criteria.

- Project Readiness/Implementation (15 points)
- Consistency with Adopted Plans (15 points)
- Serving Environmental Justice Areas (5 points)
- Project Utilization Index (15 points)

## **Project Specific Criteria**

Projects will then be evaluated based on the criteria specific to that project type. All project types are of equal weight, and each project can receive up to 50 points in the project specific criteria. Projects will be evaluated based on the following elements:

### **Construction of Turnouts, Overlooks, and Viewing Areas Evaluation – 50 Points**

Construction of turnouts, overlooks, or viewing area projects will be rated:

#### High (34-50 points):

- The project is associated with a significant historic resource. The roadway is designated as a scenic route or national byway, or is in a historic district.
- The scenic area or view shed is significant to the region.
- The project provides safe transportation options. Safety improvements are considered when constructing facility; project makes safety improvements to roadway.
- The project has a high level of access to the public (*i.e., the project is along a heavily traveled route*).
- The project maintains accessibility and use by the general public.
- The project provides benefits to the public through education and exposure.
- The project has a maintenance plan.
- The project promotes state or regional tourism; improves the economic wellbeing of the community.

#### Medium (17-33 points):

- The project is associated with a historic resource. The roadway is adjacent to or in proximity to a scenic route, national byway, or historic district.
- The project has moderate level of access to the public.
- The project has a maintenance plan.

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<sup>10</sup> The General Criteria is explained in more detail in the Bicycle and Pedestrian Facilities Scoring Criteria section.

Low (0-16 points):

- The project is not associated with a historic resource.
- The project limits public access to the facility. The project does not provide safe and accessible transportation options.
- The project does not have a maintenance plan.

**Inventory, Control, or Removal of Outdoor Advertising – 50 Points**

Outdoor advertisement removal projects will be rated:

High (34-50 points):

- The project contributes to the preservation of significant historic resources. The roadway is designated as a scenic route or national byway, or is in a historic district.
- The advertisements will be removed within a year.
- The advertisements are creating safety problems, or are not compliant.
- There is a plan or process to control the advertisements in the future.

Medium (17-33 points):

- The project has a moderate impact on the preservation of historic resources. The facility is not designated as a scenic route or national byway, or is in a historic district, but has the characteristics of a scenic route or historic district (state park, preserve, forest, historic site).
- The advertisements will be removed over time. Time frame for complete removal is within 2-5 years.
- There is a plan or process to control the advertisements in the future.

Low (0-16 points):

- The project has a limited impact on the preservation of historic resources. The facility is not designated as a scenic route or national byway, or in a historic district.
- The timeframe to remove the advertisements is unknown.
- The project does not have a plan or process to control the advertisements in the future.

**Historic Preservation and Rehabilitation of Historic Transportation Facilities – 50 Points**

All projects must follow professional standards, including “The Secretary of the Interior’s Standards for the Treatment of Historic Properties.”<sup>11</sup> Historic preservation and rehabilitation projects will be rated:

High (34-50 points):

- The project contributes to the preservation of significant historic resources. The facility is designated as a local, state, or national landmark or is listed as a part of a designated historic district.
- The project preserves the original facility. Facility is not limited to buildings, and can be any historic property, structure, etc. with a transportation connection.
- The facility is threatened and demolition is eminent.
- The project has a long-term preservation or maintenance plan.
- The project promotes state or regional tourism.

Medium (17-33 points):

- The project has a moderate impact on the preservation of historic resources. The facility is not designated as a local, state, or national landmark or as part of a designated historic district.
- The facility is threatened and is condemned.

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<sup>11</sup> The Secretary of the Interior’s Standards for the Treatment of Historic Properties: <http://www.nps.gov/tps/standards.htm>

- The project has a long-term maintenance plan.

Low (0-16 points):

- The project has a limited impact on the preservation of historic resources.
- The facility is not threatened.
- The project does not have a long-term maintenance plan.

**Vegetation Management Practices in Transportation Rights-of-Way – 50 Points**

Vegetation management projects will be rated:

High (34-50 points):

- There is a demonstrated need for the project, and the project provides benefits beyond those of mitigation.
- The project improves roadway safety, prevents invasive species, or provides erosion control.
- The project has a high level of access to the public (*i.e., the project is along a heavily traveled route*).
- The project has a monitoring plan.

Medium (17-33 points):

- There is a demonstrated need for the project.
- The project has a monitoring plan.

Low (0-16 points):

- The proposed work does not address a specific safety issue.
- The project does not have a monitoring plan.

**Archeological Activities Related to Implementation of a Transportation Project – 50 Points**

Archeological activity projects will be rated:

High (34-50 points):

- The project contributes to the preservation of a significant archeological and regional resource.
- The resource is threatened because of a transportation project; there is a need or urgency to research the associated transportation project site.
- The research plan is well thought out and meets federal standards.
- The proposed activity will mitigate the impacts from the associated transportation project, and provides benefits beyond those of archeological preservation – public use, education, etc.
- The activity promotes state or regional tourism; the project improves the economic wellbeing of the community.

Medium (17-33 points):

- The proposed activity will mitigate the impacts from the associated transportation project.
- There is a research plan.

Low (0-16 points):

- The project has a limited impact on the preservation of historic or archaeological resources.
- There is no research plan.

## **Environmental Mitigation Activities Scoring Criteria**

Environmental Mitigation Activities are generally not competitive. Consideration will be given in certain circumstances where significant benefit to the region is demonstrated. All projects must meet the appropriate TAP eligibility requirements and follow professional standards.

Environmental Mitigation Activities include:

- Stormwater Management, Control, and Water Pollution Prevention or Abatement
- Reduced Vehicle-Caused Wildlife Mortality or Habitat Connectivity

## **General Criteria**<sup>12</sup>

Sponsors can receive up to 50 points for the general criteria.

- Project Readiness/Implementation (15 points)
- Consistency with Adopted Plans (15 points)
- Serving Environmental Justice Areas (5 points)
- Project Utilization Index (15 points)

## **Project Specific Criteria**

Projects will then be evaluated based on the criteria specific to that project type. All project types are of equal weight, and each project can receive up to 50 points in the project specific criteria. Projects will be evaluated based on the following elements:

### **Stormwater Management, Control, and Water Pollution Prevention or Abatement – 50 Points**

Stormwater management projects will be rated:

#### High (34-50 points):

- The resource is threatened; there will be a loss of opportunity if this project is not funded.
- There is a demonstrated need for the project, and the project will improve or mitigate the problem identified.
- The project provides benefits beyond those of mitigation.
- The project is along a heavily traveled route, there are a variety of modes (vehicles, bicyclists, pedestrians, transit) along the route, there is a high population density surrounding the project.
- Best management practices are used and there is coordination demonstrated with local the local sewer district.
- The project will be monitored after implementation.
- The project has a long-term maintenance or inspection plan.

#### Medium (17-33 points):

- There is a demonstrated need for the project.
- The project has a long-term maintenance plan.

#### Low (0-16 points):

- Best management practices are not considered.
- The project does not improve the problem identified.
- There is no coordination with the local sewer district.
- The project does not have a long-term maintenance plan.

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<sup>12</sup> The General Criteria is explained in more detail in the Bicycle and Pedestrian Facilities Scoring Criteria section.

## **Reduced Vehicle-Caused Wildlife Mortality or Habitat Connectivity** – 50 Points

Reduced vehicle-caused or habitat connectivity projects will be rated:

### High (34-50 points):

- There is a threat to wildlife.
- There are a high number of accidents or long delays caused by wildlife.
- There is a demonstrated need for the project, and the project provides benefits beyond those of mitigation.
- The proposed project will reduce the chance of a vehicle/wildlife crash.
- The project is along a heavily traveled route, there are a variety of modes (vehicles, bicyclists, pedestrians, transit) along the route, there is a high population density surrounding the project.
- The project has a detailed monitoring plan and/or ongoing mitigation plan.

### Medium (17-33 points):

- There is a demonstrated need for the project.
- The project has a monitoring plan.

### Low (0-16 points):

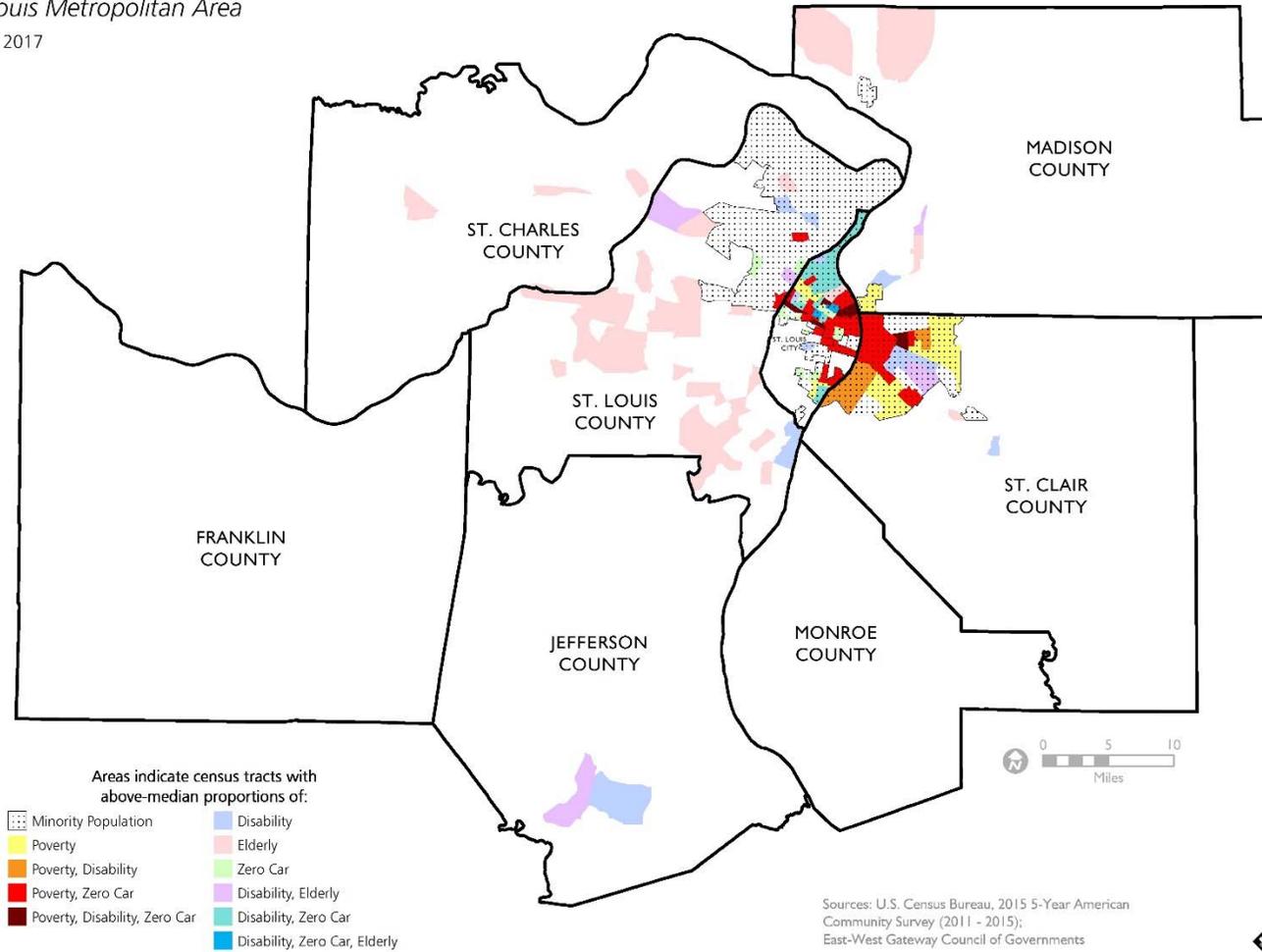
- There is not a threat to wildlife.
- There are no accidents or delays reported.
- The project does not have a monitoring plan.

**APPENDIX D. ENVIRONMENTAL JUSTICE MAP**

# Environmental Justice Population by Census Tract

St. Louis Metropolitan Area

March 2017



## APPENDIX E. PROJECT UTILIZATION INDEX MAP

