Transportation Alternatives Program

Project Development Workshop
June 11, 2020
Workshop Agenda

- Overview
- Program Eligibility
- Application
- Scoring Criteria
- EWG Program Schedule
- Project Scheduling
- Project Tracking
- Question and Answers

TAP@ewgateway.org
https://www.ewgateway.org/tapcall
TAP Overview

- FAST Act: Fixing America’s Surface Transportation
  - Current transportation funding and authorization bill
  - Includes the Transportation Alternatives Set-Aside (previously Transportation Enhancements)

- Must be in one of the eligible activity categories
- Must demonstrate a direct relationship to surface transportation
- Funding has no restriction on use based on roadway functional classification
- Competitive process is required
- Approximately $10.5 million available in Missouri
- Approximately $1.3 million available in Illinois
- Applications are due August 20, 2020; 4:00 PM
TAP Eligibility

- Eligible applicants
- Eligible project types
  - Bicycle and Pedestrian Activities
  - Safe Routes to School (Non-infrastructure)
  - Community Improvement
  - Environmental Mitigation
Eligible Applicants

- Project sponsor must be a transportation related government agency, such as:
  - City
  - County
  - Transit District
  - Great Rivers Greenway / MEPRD
- Must be located in Madison, Monroe, St. Clair, Franklin, Jefferson, St. Charles, St. Louis counties, or the City of St. Louis
- School districts and non-profit schools may apply for SRTS non-infrastructure funding
- Other sponsors, such as non-profit agencies, must partner as secondary sponsors with any eligible sponsor
Bicycle & Pedestrian Activities

- Sidewalks
- Shared-use paths
- Bicycle infrastructure
  - On-road facilities
  - Off-road facilities
- Secure bicycling parking facilities
- Bicycle and pedestrian bridges and underpasses
- New or reconstructed facilities
Bicycle and Pedestrian Activities

- Safe routes for non-drivers
  - Target audience: children, older adults, individuals with disabilities
- Includes Safe Routes to School (SRTS) infrastructure projects
  - Construction or reconstruction of sidewalks, transit shelters, and transit stops
- Crossing improvements
- Pedestrian and bicycle signals
- Traffic calming techniques
- Pedestrian-scale lighting
- Other safety-related improvements
Bicycle and Pedestrian Activities

- Conversion of abandoned railroad corridors
  - Planning, designing, and constructing multi-use trails along railroad right-of-way
  - Major reconstructions of multi-use trails along a railroad right-of-way
  - Developing rail-with-trail projects
  - Purchasing unused railroad property for reuse
Eligible elements of a road diet:
- New sidewalks
- New pedestrian lighting
- Adding pedestrian and bike controls to traffic signals
- Pedestrian crossings
- Bicycle pavement markings and intersection bike boxes
- Installation of separated bikeways
- Measures to improve on-street bicycle crash hazards (replacement of storm water grates, utility covers, etc.)

Not eligible for reimbursement:
- Street repaving or reconstruction
- Vehicular street lighting
- Traffic signals (vehicles)
- General maintenance
Safe Routes to School (Non-Infrastructure)

Activities to encourage walking and bicycling to school, including:

• Educational program for children grades K-8

• Student sessions on bicycle and pedestrian safety, health, and environment

• Public awareness campaigns and outreach to press and community leaders

• Traffic education in the vicinity of schools (must take place within 2 miles of a primary or middle school)

• Funding for training, volunteers, and managers or coordinators of safe routes to school programs
Community Improvement Activities

- Scenic turnouts and overlooks
  - Construction of turnouts and overlooks
  - Places significance on the scenic area or historic viewshed

- Outdoor Advertisement Management
  - Billboard inventories, including those done with GIS/GPS
  - Removal of illegal and non-conforming billboards
Community Improvement Activities

- Preservation and rehabilitation of historic transportation facilities:
  - Restoration and reuse of historic buildings for transportation related purposes or those with a strong link to transportation history
- Interpretive displays at historic sites
- Access improvements to historic sites and buildings
- Restoration of railroad depots and bus stations
- Rehabilitation of rail trestles, tunnels, bridges, and canals
Community Improvement Activities

- Vegetation management
  - Clearing low-hanging branches or other vegetation encroaching on a travel corridor
  - Landscaping to improve sightlines or other safety considerations
  - Planting grasses or wildflowers to manage erosion along transportation corridors
- Archeological activities
  - Research, preservation planning, and interpretation
  - Developing interpretive signs, exhibits, and guides
  - Inventories and surveys
Environmental Mitigation Activities

- Stormwater mitigation
  - Detention and sediment basins
  - Stream channel stabilization
  - Storm drain stenciling and river clean-ups
  - Water pollution studies
- Wildlife management
  - Wetlands acquisition and restoration
  - Wildlife underpasses or overpasses which may include bridge extensions to provide or improve wildlife passage and wildlife habitat connectivity
  - Monitoring and data collection on habitat fragmentation and vehicle-caused wildlife mortality
Ineligible Activities

- Bicycle and pedestrian safety and education activities (except activities targeting children K-8)
- Acquisition of scenic easements and scenic or historic sites (including visitor areas)
- Landscaping and scenic enhancements as independent projects
- Historic preservation as an independent activity unrelated to historic transportation facilities
- Operating of historic buildings, structures, or facilities
- Archaeological planning and research undertaken for proactive planning
- Transportation museums
Excluded Uses

- General recreation projects
- Park facilities
- Roadway resurfacing or reconstruction
- Hardscaping:
  - Decorative fencing, monuments/statues, welcome/gateway signs, water fountains, flagpoles
- Routine maintenance and operations
- Non-pedestrian scale lighting
- ADA Transition Plans
Eligible Expenses

- Reimbursement program – federal funding must be obligated (authorized) prior to incurring costs
- Any work begun prior to approval will not be federally reimbursed
- Up to 80% federal funding for:
  - Preliminary engineering
  - Right-of-way acquisition (50% federal for IL)
  - Implementation/construction
- Requires a 20% local match
There is not a maximum dollar limit on the cost for TAP projects.

In Missouri, projects that request in excess of $1.5 million federal should indicate if the project can be broken down into constructible segments.

In Illinois, projects that request in excess of $500,000 federal should indicate if the project can be broken down into constructible segments.

Logical termini for all constructible segments.

Contact EWG by August 5 if you are planning to complete project in phases.
Project Application Forms

- [https://www.ewgateway.org/tapcall](https://www.ewgateway.org/tapcall)
- Three separate applications:
  - Bicycle and Pedestrian Facilities
  - SRTS Non-Infrastructure Activities
  - Community Improvement and Environmental Mitigation Activities
- Fillable PDF form – download & save the application to your computer before filling it out
  - Basic sponsor information required to download the application
- No limit to the number of applications submitted
- Applicants must provide an electronic application and one hard copy by **4:00pm on August 20, 2020**
  - Electronic application (including all attachments) must be submitted as a single PDF file to [TAP@ewgateway.org](mailto:TAP@ewgateway.org)
  - Mailed hard copies must be post-marked no later than August 20, 2020
Project Application: General Tips

- Project location map, clearly identify:
  - Project limits of proposed project
  - Project segments/phases
  - Location of proposed facility types (i.e., trail, on-street bike lane, sidewalk, etc.)
  - Existing bicycle and pedestrian facilities in the area
  - Location of existing/proposed community resources (schools, parks, health care facilities, grocery stores, civic buildings, etc.)

- Be detailed, but concise
- Don’t assume evaluators know the project
- Letters of support must be for current funding round and for specific project
- Project scheduling needs to be realistic
• Completed TAP application form
  • Different checklist for each application type – requirements vary
• Application fee – ½ of 1% of the federal funds being requested
• Signed certifications
• Project location map
• Estimate of Project Costs excel file
• Typical section
  • Optional, but strongly recommended: letters of support, documentation of public involvement process, photographs of existing conditions, preliminary plan sketches, bicycle/pedestrian crash reports
National Guidelines and Standards

- 2013 Bicycle and Pedestrian Facility Design Flexibility
  - AASHTO Guide for the Development of Bicycle Facilities
  - AASHTO Guide for the Planning, Design, and Operating of Pedestrian Facilities
  - NACTO Urban Bikeway Design Guide
  - ITE Designing Walkable Urban Thoroughfares

- 2010 Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations
  - “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.”
Bicycle and Pedestrian Resources

www.ewgateway.org/transportation-planning/bicycle-pedestrian/
Bicycle Planning Guide

- Released by EWG in June 2018
- Aggregates information and best practices from FHWA, AASHTO, NACTO, etc.
- Context-sensitivity and design flexibility
- Level of stress – high comfort facilities
- Network connectivity and alleviating barriers
- Defining different types of bicycle facilities
Workbook and Application Forms

- EWG TAP Call for Projects Website [https://www.ewgateway.org/tapcall](https://www.ewgateway.org/tapcall)


- TAP Project Application Forms [https://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/TAP-project-application-forms/](https://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/TAP-project-application-forms/)

Application Evaluation and Scoring Criteria

- Three project applications:
  - Bicycle and Pedestrian Activities
  - Safe Routes to School (Non-infrastructure)
  - Community Improvement and Environmental Mitigation Activities

- All project types can receive up to 100 points
- All project types compete for the same TAP funds
- Criteria reflects the principles of EWG’s Long Range Transportation Plan – Connected2045
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
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<tbody>
<tr>
<td>Project Match</td>
<td>3</td>
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<tr>
<td>Environmental Justice (EJ)</td>
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<tr>
<td>Planning</td>
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<tr>
<td>Multi-Jurisdictional</td>
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<td>Land Use – PEI</td>
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<tr>
<td>Schools</td>
<td>5</td>
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<tr>
<td>Community Resources</td>
<td>5</td>
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<tr>
<td>Tourism, Cultural, Enviro. Resources</td>
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<tr>
<td>System Connectivity</td>
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<tr>
<td>Safety</td>
<td>8</td>
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<tr>
<td>Barrier Elimination</td>
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<tr>
<td>Facility Measure</td>
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<tr>
<td>Environmental Quality</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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## Safe Routes to School Non-Infrastructure: Scoring Criteria

<table>
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<th>Criteria</th>
<th>Points</th>
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<tbody>
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<td>Project Match</td>
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<td>Budget</td>
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<tr>
<td>Serving Economically Disadvantaged Populations</td>
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<tr>
<td>Students Served</td>
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<td>Planning</td>
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<tr>
<td>Project Partners</td>
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<tr>
<td>Existing Conditions &amp; Problem Identification</td>
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<tr>
<td>Action Plan</td>
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<tr>
<td>Multi-Modal</td>
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<td>Evaluation</td>
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<tr>
<td>Commitment</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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Community Improvement & Environmental Mitigation Activities

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
- Archaeological Activities Related to Implementation of a Transportation Project

Environmental Mitigation Activities include:
- Stormwater Management, Control, and Water Pollution Prevention or Abatement
- Reduce Vehicle-Caused Wildlife Mortality or Restore Habitat Connectivity
# Community Improvement & Environmental Mitigation Activities: Scoring Criteria

<table>
<thead>
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<th>Criteria</th>
<th>Points</th>
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<td>Significance/Need</td>
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<td>Resource/Facility</td>
<td>15</td>
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<td>Safety/Mitigation</td>
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<td>Quantity</td>
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<td>Planning</td>
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<td>Other Benefits/Innovation</td>
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<tr>
<td>Public Exposure</td>
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<td>Program Match</td>
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<td>Budget</td>
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<td><strong>Total</strong></td>
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<td>Activity</td>
<td>Date</td>
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<tr>
<td>-------------------------------------------------------------------------</td>
<td>-----------------------</td>
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<tr>
<td>Call for projects begins</td>
<td>June 4, 2020</td>
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<tr>
<td>Project Development Workshop</td>
<td>June 11</td>
</tr>
<tr>
<td>Preliminary applications due <em>(optional)</em></td>
<td>July 9</td>
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<tr>
<td>Preliminary application comments returned</td>
<td>July 23</td>
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<tr>
<td>Project Review Workshop <em>(optional)</em></td>
<td>Early July</td>
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<tr>
<td>Application deadline</td>
<td>August 20</td>
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<tr>
<td>Application review and evaluation</td>
<td>August - December</td>
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<tr>
<td>Transportation Planning Committee makes funding recommendation</td>
<td>January 2021</td>
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<td>Public comment period</td>
<td>January 29-February 26</td>
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<tr>
<td>Final Board of Directors approval</td>
<td>March 31</td>
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• Projects not selected will receive application fee refund
• Federal Fiscal Year – October 1 through September 30
Project Development

- Federal funding availability schedule:
  - Preliminary engineering – FY 2022
  - Right-of-way – FY 2022/2023
  - Construction/Implementation – FY 2022/2023/2024

- No more than one reimbursable phase of work can be scheduled in the same fiscal year

- Scheduling needs to be realistic

- Include time for:
  - Railroads
  - Utility relocations (notify utilities if project is approved)
  - Right-of-way
  - Parks (if project impacts park acquired with LWCF)
  - Environmental

- External agency review required (i.e., state DOT)
Federal Reimbursement

- Three milestones or phases
  - Preliminary Engineering: approved engineering services contract/agreement
    - Surveys, public hearings, environmental and historical documentation
  - Right-of-Way Acquisition: acquisition authority (A-Date approval)
    - Easements and parcel acquisition
  - Construction/Implementation: approved Plans, Specifications and Estimates, and ROW clearance (Authority to Advertise)
    - Utility relocation costs for which the local agency is responsible, advertising costs

- Federal funds must be obligated (authorized) prior to incurring costs
East-West Gateway’s Role

- Serve as regional clearinghouse for federal funds
- Competitively score project applications and present projects to Transportation Planning Committees for their recommendations
- Add Board-approved projects to TIP
- Approve any change of scope
- Approve any changes in programmed funding amounts for a phase of work
- Enforce Policy on Reasonable Progress (Missouri)
- Report to Board on status of projects
Policy on Reasonable Progress

- Applies to Missouri projects only
- Adopted by EWG Board of Directors
- Ensures federal funds are obligated and projects are built on schedule according to project application
- One-time extension considered if it can be documented that project delays are beyond the sponsor’s control (construction phase only)
  - EWG staff grants up to 3 month extension
  - EWG Board must approve 9 month extension
- Project will be removed from TIP if it falls behind the policy guidelines
- No impact on future project applications
• Applies to Illinois projects
• The FAST Act provides that TAP funds are available for obligation for a period of three years after the fiscal year for which the funds are authorized.
• Funding for projects programmed during this solicitation will be available beginning in FY 2022, and must be obligated before the end of FY 2025. The project will be removed from the Transportation Improvement Program if the sponsor fails to obligate funding for all phases of work by September 30, 2025.
State DOT’s Role

• Administer funding per state and federal requirements:
  • MoDOT: 
  • IDOT: 

• Ensure project sponsors are following the intent of the funding program and project application

• Review projects in a timely manner

• Obligate (set-aside) federal funding

• Serve as liaison between sponsor and FHWA
Project Sponsor’s Role

- Implement project as initially proposed and follow the schedule in the project application
- Follow all federal and state program requirements for project design, right-of-way acquisition, and construction
- Coordinate utilities, railroad, and other external agencies throughout the design process
- Comply with the ADA and Title VI of the Civil Rights Act of 1964
- Comply with Policy on Reasonable Progress deadlines (Missouri sponsors) or TAP Funding Availability deadlines (Illinois sponsors)
- Project sponsors must have a Person of Responsible Charge
- Notify EWG regarding potential delays or scope changes as early as possible
- Commit to regular ongoing maintenance
To encourage more timely and efficient project delivery, applicants must identify the “Person of Responsible Charge” for each application submitted.

The Person of Responsible Charge is:
- Knowledgeable of the federal-aid process
- Familiar with state project letting procedures
- Responsible for project administration, agreements, signatures, billings, etc.
- Expected to be a full-time public employee or elected official, even when consultants are providing engineering services

Person of Responsible Charge must have received the LPA Basic Training (Missouri only)

LPA Training Opportunities in Missouri: [https://www.modot.org/local-public-agency#Training](https://www.modot.org/local-public-agency#Training)
• Documents resources available for locally maintained federal-aid routes & projects
• Only one form needed per sponsor
• Sponsor must provide:
  • Total revenue from most recent budget (Agency-wide)
  • Sources of revenue
  • Lane-miles of roadway maintained
  • Cost to operate and maintain transportation system
    • Only include costs for basic maintenance, salaries, fringe benefits, etc.
    • DO NOT include costs for capital improvements like resurfacing, reconstruction, federally-funded projects
Keep in Mind…

- TAP is a reimbursement program
  - In Missouri, the project sponsor must pay for all costs incurred in excess of the federal funding allocated to the project
  - In Illinois, IDOT will let the project on the project sponsor’s behalf and invoice the sponsor

- Consultants must be paid for work on TAP project applications

- If project is not on a facility owned by the sponsor, a letter of support is required from the facility owner

- Project sponsor will be required to enter into legal funding agreement with state DOT for the project

- All work must be approved by state DOT prior to starting a phase of work (except locally funded design)
Questions?

- General Contact: TAP@ewgateway.org
- TAP Eligibility and Requirements, Applications, Scoring Criteria: Melissa Theiss
- Project Scheduling, Tracking, and Implementation: Josh Schwenk
- Applications are due by 4:00 pm on August 20, 2020