

Project Development Workbook

Surface Transportation Block Grant Program

2021 Call for Projects

For the St. Louis Region

Guidance Document for STP-S Project Development



EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

November 6, 2020

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SURFACE TRANSPORTATION BLOCK GRANT PROGRAM – PROJECT DEVELOPMENT WORKBOOK

I. INTRODUCTION

This Workbook is intended to provide information and reference material to project sponsors in completing applications for Surface Transportation Block Grant Program (STP-S) funding available through the East-West Gateway Council of Governments (EWG). STP-S provides flexible funding that may be used to reimburse eligible project sponsors for projects to preserve and improve the conditions and performance on any federal-aid highway, bridge, and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects. This program is funded through the Federal Highway Administration (FHWA).

II. PROGRAM INFORMATION

BACKGROUND

STP-S was authorized by the most recent federal transportation funding act, Fixing America’s Surface Transportation (FAST) Act, which was signed into law on December 4, 2015 and extended through a continuing resolution signed into law on October 1, 2020. The FAST Act continues the reforms begun by the previous federal transportation funding act, the Moving Ahead for Progress in the 21st Century (MAP-21) Act, which was signed into law on July 6, 2012. This includes transitioning to a performance-driven, outcome-based approach, and establishing performance measures rather than simply focusing on implementation of projects as a measure of success. This approach helps to ensure that regional transportation investment decisions make progress towards meeting the region’s transportation goals.

POLICY FRAMEWORK

A Metropolitan Planning Organization (MPO) is required to develop fiscally constrained long-range transportation plans and a Transportation Improvement Program (TIP). EWG, as the designated MPO for the St. Louis region, selects projects in accordance with the principles and performance management framework identified in the long-range transportation plan, *Connected2045* (adopted June 2019). The TIP contains the financial and implementation schedule for all projects receiving federal transportation funding, including STP-S funds.

III. ELIGIBILITY INFORMATION

MPO BOUNDARY

Eligible project sponsors located within EWG’s MPO boundary may submit projects for consideration. This includes the entirety of Madison, Monroe, and St. Clair counties in Illinois, and Franklin, Jefferson, St. Charles, and St. Louis counties and the city of St. Louis in Missouri.

ELIGIBLE PROJECT SPONSORS

Eligible project sponsors to receive STP-S funds are limited to city, county, or transportation-related government agencies, such as Bi-State Development, Madison County Transit District, Great Rivers Greenway (GRG), townships, and special road districts located within EWG’s MPO boundary. School districts and not-for-profit agencies are not eligible project sponsors, but may partner as secondary sponsors with any eligible project sponsor.

Note: if a project has received Missouri Department of Transportation (MoDOT) Cost Share funds or intends to submit a Cost Share application in the future, the project sponsor for the STP-S application must be the same as the MoDOT Cost Share application.

PROJECT ELIGIBILITY

Projects must be consistent with the 10 guiding principles outlined in *Connected2045* and have a direct relationship to surface transportation as well as meet federal STP-S requirements. [Appendix A](#) contains eligible STP-S activities.

AVAILABLE FUNDING

For this project solicitation, EWG anticipates the following funding targets. Please note that these funds are an estimated allotment and are subject to change.

Illinois: Approximately \$5.8 million

Missouri: Approximately \$55 million

FUNDING CAP

In Illinois, a project can receive no more than 20 percent of the adjusted construction funds available during each funding round. Adjusted construction funds available is calculated by dividing the amount of Illinois funds available to program by 80 percent. For this solicitation, the adjusted construction funds available is \$7.25 million. In Missouri, a project can receive no more than 15 percent of the available federal funds.

The funding cap amount is based on the targets in this Workbook and will not change, with one exception. If a project can document that it is regionally significant (i.e., a major bridge or a major economic development initiative), then it may exceed the funding cap. To be considered for this exception, however, the project must be performance-driven and the Transportation Planning Committee (TPC) for the respective state must reach consensus on its inclusion in the program of local projects.

MATCH REQUIREMENTS

For Illinois projects, a local match is required to pay for at least 20 percent of the total eligible project cost for the construction phase (*including* construction engineering). For Missouri projects, a local match is required to pay for at least 20 percent of the total eligible project cost for each phase of work (i.e., preliminary engineering, right-of-way acquisition, and construction, including construction engineering).

Project sponsors must have sufficient funds available to pay for the non-federal share of project expenditures. If the sponsor is receiving funding from any other agency to provide part of the local match, the sponsor must include a letter from the other agency committing to financially participate and approving the scope of work. If a sponsor intends to request funding from a third party in the future, a letter from the third party is required to show their support for the project scope in the application. Potential third-party match sources cannot alter the approved scope of work. Federal funds identified in the FAST Act or prior authorizations may not be used as match. Other federal funds such as Community Development Block Grant may be permitted, however, please check with EWG staff prior to including as match.

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. Project sponsors must notify EWG staff prior to the submission of the application and 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 project sponsors to establish the eligibility and value of in-kind donations.

FUNDING TYPE

STP-S is a federal reimbursement program. Project sponsors must have the capacity to cover project costs from the beginning of the project to implementation. Project sponsors will enter into funding agreements with their respective state department of transportation. These agreements will detail how and when eligible expenses will be reimbursed to the project sponsor.

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 one percent of the federal funds being requested. For example, a project sponsor requesting \$800,000 in federal funding would be required to pay a \$4,000 application fee. Counties make annual contributions to EWG 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. If the project is not recommended for funding, the application fee will be refunded. The refund process takes approximately two months after the EWG Board of Directors acts on final approval of the project list.

ROADWAY FUNCTIONAL CLASSIFICATION SYSTEM

Functional classification is the process by which the nation's network of streets and highways are ranked according to the type of service they provide. It determines how travel is channelized within the road network by defining the part that any road or street should play in serving the flow of trips through a highway network. Roadways are classified according to their urban or rural setting and the type of service they provide based on considerations such as: connectivity, mobility, accessibility, vehicle miles traveled, average annual daily traffic (AADT), and abutting land use.

In general, STP-S projects may not be used on local roads or rural minor collectors. Exceptions include: bridge and tunnel projects; safety projects; fringe and corridor parking facilities/programs; recreational trails, pedestrian and bicycle projects, and safe routes to school projects; boulevard projects largely in the right-of-way of divided highways; inspection/evaluation of bridges, tunnels, and other highway assets; port terminal access modifications; and projects within the pre-FAST Act Title 23 definition of "transportation alternatives."

EWG is responsible, in cooperation with the Illinois Department of Transportation (IDOT) and MoDOT, for maintaining and updating the St. Louis region's roadway functional classification system. EWG accepts applications for changes to functional classification of roads in May and November of each year.

OTHER ELIGIBILITY REQUIREMENTS

To sponsor an STP-S project, an agency must follow the state and federal rules for using federal funds. STP-S projects must adhere to the following guidelines:

- The project must meet at least one of the eligible STP-S activities.
- The funded activities must be accessible to the general public or targeted to a broad segment of the population.
- The project sponsor must maintain all records and receipts as required by procedures established by FHWA, Federal Transit Administration (FTA), and IDOT or MoDOT.
- All project sponsors must certify that matching funds are available to implement the project.
- All applications must indicate the Person of Responsible Charge for each phase of work.
 - Missouri project sponsors and consultants are required to complete Local Public Agency (LPA) Basic Training to be certified as a Person of Responsible Charge. This training must be

completed online prior to federal funds being obligated for the project. Certification is valid for two years.

- All project sponsors are required by law to comply with the Americans with Disabilities Act (ADA) of 1990 and Title VI of the Civil Rights Act of 1964.
- All project sponsors are required by law to comply with Buy America.
- All project sponsors must certify that the project will adhere to the Uniform Relocation and Real Property Acquisition Policies Act of 1970.
- Missouri project sponsors must certify that the project will comply with the Policy on Reasonable Progress.
- Projects that contain Intelligent Transportation Systems (ITS) components or impact ITS must include the ITS Architecture Project Consistency Statement.
- 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.

IV. PROJECT DEVELOPMENT

PROJECT TYPES

Seven project types have been identified to collect funding proposals from eligible project sponsors. These project types are shown below, followed by example activities:

1. **Road** – road resurfacing, slab replacement, diamond grind, or reconstruction. Routine maintenance is not eligible. **Note:** if a project sponsor is planning to resurface a road and add a two-way turn lane, the project would be considered safety or traffic flow depending on the primary benefit of the two-way turn lane. If the two-way turn lane does not have a safety or traffic flow benefit, then the two-way turn lane can be incorporated in the road application, however, the new two-way turn lane must be paid for using local funds.
2. **Bridge** – rehabilitation, replacement, or preventive maintenance program.
3. **Traffic Flow** – addition of travel lanes, two-way turn lanes, new roads, new or modified interchanges, intersection improvements (e.g., roundabout, channelization, turn lanes), ITS improvements, or traffic signal optimization.
4. **Safety** – systemic safety improvements (e.g., guardrail or rumble strip installation), sight distance improvements (e.g., vertical or horizontal alignment), signage upgrades, two-way turn lanes, intersection/crossing safety improvements (e.g., turn lanes, roundabouts, channelization, crossing), through lane reduction, railway-highway grade separation, or shoulders. **Note:** safety infrastructure improvements are permitted on local roads, however federal funds cannot be used for road preservation (i.e., curve modifications would be eligible, but resurfacing approaches would not be eligible).
5. **Active Transportation** – shared-use paths, on-street bicycle facilities, sidewalks, or bicycle and pedestrian bridges and underpasses.
6. **Transit**
 - a. **Transit Asset Management & System Upgrades** – revenue vehicle replacement, transit facility/station or bus stop upgrades, or maintenance facility for revenue vehicles. Routine facility maintenance is not eligible.
 - b. **Transit Expansion** – vehicle fleet expansion, new transit shelters/stations, or new transfer centers for geographic service expansion.
7. **Freight/Economic Development** – road or bridge projects that improve the flow of freight or promote economic development, railway-highway grade separation, traffic signal optimization, or truck parking facilities.

Each project type has a separate application form. Complete the application form that best meets the overall intent of the project. For instance, a road resurfacing project could include sidewalks and ITS improvements. The project sponsor would apply under the road project type since the primary intention is to improve the condition of the road. Each application form contains a project checklist and information about supporting materials.

PROJECT DEVELOPMENT SCHEDULE

Below details the funding availability by fiscal year and phase of work:

Illinois:	FY 2025 -	Construction/construction engineering
Missouri:	FY 2023 -	Preliminary engineering or right-of-way acquisition
	FY 2024 -	Right-of-way acquisition or construction/construction engineering (Construction/construction engineering has to be \$1,000,000 federal or less)
	FY 2025 -	Construction/construction engineering

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.

COORDINATION BETWEEN AGENCIES

Project sponsors need to coordinate with other affected agencies in the project limits, for instance:

- The project sponsor must include a letter from the agency with jurisdiction over the facility stating its approval of and cooperation on the project.
- If the project is impacting signals owned by a different jurisdiction, a letter of coordination is required.
- Requests for letters of support for projects that impact MoDOT facilities should be submitted to the Area Engineer by **January 14, 2021**. A checklist outlining the minimum project information to be submitted with the support letter request is available from MoDOT’s Area Engineer. MoDOT may withhold letters of support if the project sponsor fails to adequately address impacts to MoDOT’s facilities.
- Request for letters of support that impact IDOT facilities should be submitted to the Local Roads Field Engineer by **January 14, 2021**. IDOT may withhold letters of support if the project sponsor fails to adequately address impacts to IDOT’s facilities.
- If the project is on a transit route and the project impacts transit stops along the corridor, provide a letter from the transit agency (i.e., Bi-State Development, Madison County Transit District, St. Clair County Transit District) with their review and comments on the project. Requests for letters of support should be submitted to the transit agency by **January 14, 2021**. Please contact EWG staff for contacts at these agencies.
- **New!** For traffic flow project type applications only, traffic volumes must be based on present conditions/land use. If a sponsor anticipates a large development to open prior to the year of construction, it must provide its methodology to EWG staff no later than **January 14, 2021** for approval to use proposed traffic volumes based on the anticipated development. Exceptions will not be granted to sponsors who miss this deadline and the project application will be rejected.
- If the sponsor is submitting a joint application with an adjoining jurisdiction, one agency may submit the application as the primary sponsor. A letter of support (both project and financial) to document participation is required from the adjoining jurisdiction.
- Project sponsors must have sufficient funds available to pay for the non-federal share of project expenditures. If the sponsor has funding from a third-party, a letter is required from the third-party which shows their support for the project scope in the application and that they are providing funding.

- If a sponsor intends to request funding from a third-party in the future, a letter from the third-party is required to show their support for the project scope in the application. Potential third-party match sources cannot alter the approved scope of work.

PROJECT EXTENTS

If the project length is greater than two miles, the project sponsor can submit two separate STP-S applications for the same road segment. For example, if a road project is three miles in length, a sponsor may submit two separate applications, where one application is for a two-mile segment, and the other application is for a one-mile segment. Project sponsors that have contiguous projects, such as phase one and two, may combine their projects after the approval of funding. Multiple roads may be included in one application only if the roads have similar AADT (within 15 percent) and the same type of work is being done (i.e., road resurfacing only). The AADT and length for each segment must be shown within the application project description. Contact EWG staff during the application development if your agency is considering submitting separate applications for a project with limits greater than two miles or packaging multiple roads within an application.

GEOGRAPHIC SCALE FOR ROAD AND BRIDGE PROJECT TYPES

Road and bridge project types will be evaluated using two geographic scales: 'within community' or 'outside community.' Projects that are 'within community' emphasize safe, multimodal connections and access to community resources. Projects that are 'outside community' emphasize mobility to ensure the region is well connected. This enables project evaluation to vary across each scale, with multimodal improvements and regional transportation significance (i.e., functional classification) weighted by level of significance for each scale.

The population and employment index (PEI) is a tool that is used to estimate potential multimodal demand. Research has found that walking and biking frequency is significantly correlated with population and employment density. Projects categorized as 'within community' have a higher population and employment density (PEI of 1.45 or greater). Projects with a PEI less than 1.45 are categorized as 'outside community.' A map of the PEI is located in the STP-S Scoring Criteria Guide.

A project sponsor can request the project's PEI designation prior to final application submittal by submitting a PEI Determination Request Form. PEI designation requests must be submitted to EWG staff between **November 6, 2020** and **January 14, 2021**. EWG staff will respond within five business days of the request.

The PEI uses the most recent available data and does not capture potential future growth, particularly on the fringe of the urbanized area, nor does it capture connections to the multimodal network. If a project sponsor feels the PEI designation does not reflect the conditions of the area, they may submit a PEI Change Request Form. Changes to the PEI categorization would need to be justified: for example, the project is within ½ mile of a transit route, provides a connection to the multimodal network, constrained by geography, etc. The PEI Change Request Form must be submitted by **January 29, 2021**. EWG staff will review the PEI Change Request Form and will notify the sponsor of the status within five business days of the request.

Both forms (PEI Determination Request Form and PEI Change Request Form) are available on the EWG [STP-S Call for Projects](#) web page.

LOGICAL TERMINI REVIEW – ILLINOIS ONLY

Illinois project sponsors are required to have defined logical termini before a final application may be submitted. This means a project must have rational end points and have independent utility when completed. For example, a project may be one phase in a multi-phase project, but each phase must have immediate benefit and use to the public in case additional phases are never funded.

Illinois project sponsors may submit a Logical Termini Review Form to EWG staff between **November 6, 2020** and **January 14, 2021**. The Logical Termini Review Form is available on the EWG [STP-S Call for Projects](#) web page. EWG, FHWA, and IDOT staff will review the form to determine if a logical termini meeting is needed or if logical termini may be established based on the form.

In lieu of completing the Logical Termini Review Registration Form, sponsors may register for a meeting. Registration for meetings will be available in early-December on the EWG [STP-S Call for Projects](#) web page. The logical termini reviews will be held virtually in December and January. The review consists of a 20-minute time slot for the project sponsor to discuss the project scope. EWG, FHWA, and IDOT staff will be in attendance to determine logical termini for each project. The specific dates will be communicated once they have been finalized. **Note:** if logical termini were established for a project application in a prior year and scope/limits have not changed, submit the approved Logical Termini Review Form from the prior year in the application (**new!**).

OPERATIONS AND MAINTENANCE

Project sponsors are required to document that funding is available to operate and maintain roadways that are eligible for federal-aid funding. The Operations and Maintenance Form is an excel file that can be downloaded from the EWG [STP-S Call for Projects](#) web page. Each sponsor must provide the total agency-wide revenue from the most recent budget, sources of revenue, costs to operate and maintain the transportation system, and lane-miles maintained. For operations and maintenance costs, sponsors should include how much is budgeted for: salaries, fringe benefits, and materials and equipment needed to deliver the roadway and bridge maintenance programs. This includes basic maintenance activities like minor surface treatments such as: sealing, small concrete repairs and pothole patching; mowing right-of-way; snow removal; replacing signs; striping; repairing guardrail; and repairing traffic signals. Sponsors should not include costs for capital improvements (i.e., resurfacing, reconstruction, and overlay), TIP projects, and other major road or sidewalk projects. One form is required per sponsor.

CONGESTION MANAGEMENT STUDY

If a project sponsor is constructing a new road or adding through lanes to an existing road, a Congestion Management Study (CMS) is required. The CMS must incorporate use of travel demand reduction and operational management strategies. The CMS is required to provide an appropriate analysis of alternatives to the proposal for adding single-occupancy vehicle (SOV) capacity, including reasonable congestion management strategies. If the analysis demonstrates that other alternatives and/or congestion management strategies cannot fully satisfy the need for additional capacity and that SOV capacity is warranted, then it must identify all reasonable strategies that will maintain the functional integrity of the additional lanes. All identified reasonable strategies must be incorporated into the project. [Appendix B](#) identifies potential congestion management strategies. Contact EWG staff for assistance with completion of a CMS.

V. SUBMITTAL PROCESS

DEADLINE, APPLICATION DOCUMENT, AND SUBMISSION INSTRUCTIONS

The call for projects begins **November 6, 2020** and ends on **February 11, 2021** at 4:00 pm. Applications received after the deadline will not be accepted.

The STP-S Project Development Workbook, STP-S Scoring Criteria Guide, STP-S application forms, and supplemental materials are available for download on the EWG [STP-S Call for Projects](http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/) web page: <http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/>

The application forms are provided in PDF format and allow project sponsors to fill-in the necessary information. 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/>. **Please save the application to your computer before filling out the necessary information.** Rename the PDF file using the following format: 2021STPS_[Sponsor]_[Project Name].pdf. Additional pages may be attached to the application if necessary to address questions in the application.

New! To apply, email the completed application and necessary attachments electronically to EWG at stps@ewgateway.org. The electronic submission must include scanned signatures and attachments. Please submit one application per email. 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 EWG staff. Note that hard copies cannot be accepted as EWG's offices are currently closed. The information provided in this application is public record.

Application fees may be submitted by check via mail or through electronic funds transfer (EFT). Mailed application fees must be postmarked by February 11, 2021 and sent to:

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

New! Applicants that prefer to submit EFT payments must email the EWG Director of Administration at staci.alvarez@ewgateway.org. Please put "TIP Application Fees" in the subject line. EFTs must be received by February 18, 2021.

PRELIMINARY APPLICATIONS

Project sponsors wanting feedback on applications may submit a preliminary copy by **January 7, 2021** to EWG at stps@ewgateway.org. EWG staff will review the applications submitted and will return comments by email by **January 21, 2021**. If a preliminary application is submitted for feedback, a final application must still be submitted by **February 11, 2021**. Preliminary applications are not required. Sponsors may only submit three preliminary applications for review.

FREQUENTLY ASKED QUESTIONS

If you have questions about the STP-S application process, scoring criteria, or anything else related to the STP-S call for projects, please check the Frequently Asked Questions (FAQ) to see if it has already been asked. The FAQ can be found on the EWG [STP-S Call for Projects](http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/) web page.

VI. SELECTION PROCESS

EVALUATION CRITERIA

EWG staff will review and evaluate all completed applications received by the application deadline. The criteria that will be used to evaluate STP-S projects are available in the STP-S Scoring Criteria Guide. 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.

APPROVAL PROCESS

Once EWG staff has reviewed, evaluated, and ranked the STP-S projects, project scores are presented to the Illinois and Missouri TPCs for funding recommendations. Following the TPC meetings, the recommended projects are incorporated in the TIP. After a public comment period, the TIP is presented to the EWG Board of Directors for approval. The TIP is reviewed by FHWA and FTA, in consultation with the Environmental Protection Agency (EPA), 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 to begin project implementation. Any deviations from scope of work as proposed in the application require approval from EWG staff. STP-S scope of work cannot be altered due to stipulations of third-party match source.

PUBLIC COMMENT

It is the policy of EWG to encourage involvement by the public in the transportation decision-making process. Following the application deadline, EWG will release a list of submitted applications for public comment on the EWG website from March 2 to March 18, 2021. The comments will be summarized and submitted to the TPC prior to its May meeting to make recommendations for funding. The recommended projects will be included in the draft FY 2022-2025 TIP, which will be released for public comment from July 2 to August 4, 2021. EWG will host an open house meeting during the public comment period.

VII. PROGRAMMING PROCESS

PROGRAMMING POLICY

The following set of policies assist EWG staff and the TPCs in reaching consensus on the program of local projects:

- All projects must be consistent with clean air requirements and conform to the state's implementation plan for air quality.
- All projects must have a financial plan that demonstrates how the sponsor will pay for the project.
- Projects must have a reasonable, demonstrated degree of political and community support.
- Provisions are made to encourage reasonable program equity among the counties.
- Efforts are made to obtain the maximum advantage of flexibility in the use of financial resources and ensure full use of federal, state, and local funds available to the region.
- Each county, including the city of St. Louis, should have at least one project.
- In Missouri, a project may not exceed 15 percent of the amount of federal funds available. In Illinois, a project may not exceed 20 percent of the adjusted construction funds available. Projects documented to serve a regional priority may exceed the funding cap if the project is performance-driven and the TPC for the respective state reaches consensus on its program of local projects.
- In Illinois, a municipality can only receive one project per funding round.

SCHEDULE

The schedule for the EWG process to solicit, review applications, 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. EWG staff is available to assist project sponsors as needed during the application period.

DATE	ACTIVITY
November 6, 2020	Call for projects – STP-S application forms posted online
November 17, 2020	Project Development Workshop (<i>optional to attend</i>)
December 2020 – January 2021	Logical Termini Review meetings (<i>Illinois sponsors, if required</i>)
January 7, 2021	Preliminary applications due (<i>optional to submit</i>)
January 13, 2021	Illinois Project Review Workshop (<i>optional to attend</i>)
January 14, 2021	Deadline for PEI designation request (<i>optional</i>)
January 14, 2021	Deadline to submit a Logical Termini Review Form (<i>Illinois sponsors</i>)
January 15 & 22, 2021	Missouri Project Review Workshop (<i>optional to attend</i>)
January 29, 2021	Deadline for PEI Change Request Form (<i>optional</i>)
February 11, 2021	Deadline for receipt of complete applications – application fee postmarked
February 18, 2021	EFT must be received (<i>if electronic payment of application fee utilized</i>)
May 5, 2021	Missouri TPC meeting – project recommendations for inclusion in TIP
Early May 2021	Illinois TPC meeting – project recommendations for inclusion in TIP
May 26, 2021	Present TPC recommendations to EWG Board of Directors
June 30, 2021	Present draft TIP to EWG Board of Directors
July 2 – August 4, 2021	Public comment period
August 25, 2021	TIP presented to EWG Board of Directors for final approval

PROJECT DEVELOPMENT WORKSHOP

EWG is hosting a *virtual* project development workshop to provide information on STP-S, including program eligibility and requirements, project applications, scoring criteria, and available funding. This workshop will be presented virtually using the GoToMeeting platform on November 17, 2020 from 9:30 AM – 11:30 AM. Attendance is not required for project sponsors to participate in this funding opportunity, but is strongly encouraged. Registration is available on the EWG [STP-S Call for Projects](#) web page. Upon registration, participants will be emailed a link to access the workshop. A recording of the workshop will be available on the EWG [STP-S Call for Projects](#) web page after the workshop.

PROJECT REVIEW WORKSHOP

EWG is hosting virtual project review workshops for project sponsors that plan on submitting an STP-S application. These workshops will be presented virtually using the Zoom platform. The Illinois workshop will be on January 13, 2021. The Missouri workshops will be on January 15 and 22, 2021. At the workshop, sponsors receive feedback from a panel of experts with regard to their proposed project application. Panelists include IDOT, MoDOT, and EWG staff, as well as experts in transit accessibility and bicycle and pedestrian accommodations, who can review project concepts, offer guidance, and answer questions related to the proposed project.

This workshop is intended for project sponsors that have at the very least a specific project concept to present for review. Sponsors are required to submit a Project Review Workshop Information Form or preliminary application before the workshop so the panelists can gain some knowledge of the projects they will be reviewing. Each sponsor may bring no more than two projects to discuss in a half-hour time slot. Attendance at this workshop is encouraged, but not required to submit a project application. Registration for the workshop and the Project Review Workshop Information Form will be available in early-December on the EWG [STP-S Call for Projects](#) web page.

VIII. RESOURCES

EWG RESOURCES

Connected2045 – Long-Range Transportation Plan

<http://www.ewgateway.org/transportation-planning/long-range-planning/>

Transportation Improvement Program

<http://www.ewgateway.org/transportation-planning/transportation-improvement-program/>

Surface Transportation Program – Suballocated

<http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/stp-s/>

Roadway Functional Classification

<http://www.ewgateway.org/transportation-planning/roadway-functional-classification/>

Great Streets Initiative

<http://www.ewgateway.org/transportation-planning/great-streets-initiative/>

Bicycle Planning Guide

https://www.ewgateway.org/wp-content/uploads/2018/07/BicyclePlanningGuide_June2018.pdf

Congestion Management Process

<http://www.ewgateway.org/transportation-planning/transportation-systems-management-operations/congestion-management-process/>

St. Louis Regional ITS Architecture

<http://www.ewgateway.org/transportation-planning/transportation-systems-management-operations/intelligent-transportation-system/>

St. Louis Regional Freight Study

<http://www.ewgateway.org/transportation-planning/freight/>

FEDERAL RESOURCES

Surface Transportation Block Grant Program Fact Sheet

<https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm>

Surface Transportation Block Grant Program Guidance

<https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm>

Federal-Aid Essentials for Local Public Agencies

<https://www.fhwa.dot.gov/federal-aidessentials/>

STATE RESOURCES

IDOT Bureau of Local Roads and Streets Manual

<http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Local-Roads-and-Streets/Local%20Roads%20and%20Streets%20Manual.pdf>

MoDOT Local Public Agency Policy

http://epg.modot.org/index.php?title=Category:136_Local_Public_Agency_%28LPA%29_Policy

MoDOT Local Public Agency Basic Training Program

<https://www.modot.org/training-opportunities>

IX. CONTACT INFORMATION

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APPENDIX A: STP-S PROJECT ELIGIBILITY

Projects must be consistent with the 10 guiding principles outlined in *Connected2045* and have a direct relationship to surface transportation as well as meet federal STP-S requirements. Under 23 USC 133(b) eligible activities under STP-S consist of:

1. Construction, as defined in 23 U.S.C. 101(a)(4), of the following:
 - i. Highways, bridges, and tunnels, including designated routes of the Appalachian development highway system and local access roads under 40 U.S.C. 14501;
 - ii. Ferry boats and terminal facilities eligible under 23 U.S.C. 129(c);
 - iii. transit capital projects eligible under chapter 53 of title 49, United States Code;
 - iv. Infrastructure-based intelligent transportation systems capital improvements, including the installation of vehicle-to-infrastructure communication equipment;
 - v. Truck parking facilities eligible under Section 1401 of MAP-21 (23 U.S.C. 137 note); and
 - vi. Border infrastructure projects eligible under Section 1303 of SAFETEA- LU (23 U.S.C. 101 note).
2. Operational improvements and capital and operating costs for traffic monitoring, management, and control facilities and programs. Operational improvement is defined in 23 U.S.C. 101(a)(18).
3. Environmental measures eligible under 23 U.S.C. 119(g), 328, and 329, and transportation control measures listed in Section 108(f)(1)(A) (other than clause (xvi) of that section) of the Clean Air Act (42 U.S.C. 7408(f)(1)(A)).
4. Highway and transit safety infrastructure improvements and programs, including railway-highway grade crossings.
5. Fringe and corridor parking facilities and programs in accordance with 23 U.S.C. 137 and carpool projects in accordance with 23 U.S.C. 146. Carpool project is defined in 23 U.S.C. 101(a)(3).
6. Recreational trails projects eligible under 23 U.S.C. 206, pedestrian and bicycle projects in accordance with 23 U.S.C. 217 (including modifications to comply with accessibility requirements under the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)), and the Safe Routes to School Program under Section 1404 of SAFETEA-LU (23 U.S.C. 402 note).
7. Planning, design, or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
8. Development and implementation of a State asset management plan for the National Highway System (NHS) and a performance-based management program for other public roads.
9. Protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) for bridges (including approaches to bridges and other elevated structures) and tunnels on public roads, and inspection and evaluation of bridges and tunnels and other highway assets.
10. Surface transportation planning programs, highway and transit research and development and technology transfer programs, and workforce development, training, and education under chapter 5 of title 23, United States Code.
11. Surface transportation infrastructure modifications to facilitate direct intermodal interchange, transfer, and access into and out of a port terminal.
12. Projects and strategies designed to support congestion pricing, including electronic toll collection and travel demand management strategies and programs.
13. Upon request of a State and subject to the approval of the Secretary, if Transportation Infrastructure Finance and Innovation Act (TIFIA) credit assistance is approved for an STP-S-eligible project, then the State may use STP-S funds to pay the subsidy and administrative costs associated with providing federal credit assistance for the projects.
14. The creation and operation by a State of an office to assist in the design, implementation, and oversight of public-private partnerships eligible to receive funding under title 23 and chapter 53 of title 49, United States Code, and the payment of a stipend to unsuccessful private bidders to offset their proposal

development costs, if necessary to encourage robust competition in public-private partnership procurements.

15. Any type of project eligible under 23 U.S.C. 133 as in effect on the day before the FAST Act was enacted.

Among these are:

- i. Replacement of bridges with fill material;
- ii. Training of bridge and tunnel inspectors;
- iii. Application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels;
- iv. Projects to accommodate other transportation modes continue to be eligible pursuant to 23 U.S.C. 142(c) if such accommodation does not adversely affect traffic safety;
- v. Transit capital projects eligible for assistance under chapter 53 of title 49, United States Code, including vehicles and facilities (publicly or privately owned) that are used to provide intercity passenger bus service;
- vi. Approach roadways to ferry terminals to accommodate other transportation modes and to provide access into and out of the ports;
- vii. [Transportation alternatives](#) previously described in 23 U.S.C. 101(a)(29) and described in 23 U.S.C. 213;
- viii. Projects relating to intersections having disproportionately high accident rates, high levels of congestion (as evidenced by interrupted traffic flow at the intersection and a level of service rating of "F" during peak travel hours, calculated in accordance with the Highway Capacity Manual), and are located on a federal-aid highway;
- ix. Construction and operational improvements for any minor collector if the minor collector and the project to be carried out are in the same corridor and in proximity to an NHS route; the construction or improvements will enhance the level of service on the NHS route and improve regional traffic flow; and the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the NHS route;
- x. Workforce development, training, and education activities discussed in 23 U.S.C. 504(e);
- xi. Advanced truck stop electrification systems. Truck stop electrification system is defined in 23 U.S.C. 101(a)(32);
- xii. Installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife;
- xiii. Electric vehicle and natural gas vehicle infrastructure in accordance with 23 U.S.C. 137;
- xiv. Data collection, maintenance, and integration and the costs associated with obtaining, updating, and licensing software and equipment required for risk-based asset management and performance based management, and for similar activities related to the development and implementation of a performance based management program for other public roads;
- xv. Construction of any bridge in accordance with 23 U.S.C. 144(f) that replaces any low water crossing (regardless of the length of the low water crossing); any bridge that was destroyed prior to January 1, 1965; any ferry that was in existence on January 1, 1984; or any road bridge that is rendered obsolete as a result of a Corps of Engineers flood control or channelization project and is not rebuilt with funds from the Corps of Engineers. Not subject to the Location of Project requirement in 23 U.S.C. 133(c); and
- xvi. Actions in accordance with the definition and conditions in 23 U.S.C. 144(g) to preserve or reduce the impact of a project on the historic integrity of a historic bridge if the load capacity and safety features of the historic bridge are adequate to serve the intended use for the life of the historic bridge. Not subject to the Location of Project requirement in 23 U.S.C. 133(c).

APPENDIX B: POTENTIAL CONGESTION MANAGEMENT STRATEGIES

Strategy Class	Representative Strategies/Measures
Transportation Demand Management (TDM) Measures	Ridesharing (carpool/vanpool) Alternative Work Arrangements (telecommuting, flex-time, compressed work week) Transit and/or Shared Ride Subsidies Parking Management Guaranteed Ride Home Programs
Traffic Operational Improvements	Traffic Signal Improvements (timing improvements, demand-responsive signals, coordinated systems, computerized systems) Roadway geometric Improvements (turn lanes, acceleration/deceleration lanes, channelization) Time-of-Day Restrictions (turn restrictions, truck restrictions) Ramp Metering Commercial Vehicle Improvements Construction Management
High Occupancy Vehicle (HOV) Measures	HOV Lane Priority HOV Signal Priority HOV Access Priority (ramp by-pass) Support Facilities and Services (park-and-ride facilities)
Public Transit Capital Improvements	Exclusive Right-of-Way (rail, busways, bus lanes) Bus By-Pass Ramps Fleet Expansion Vehicle Replacement/Upgrades Transit Vehicle Management Systems Park-and-Ride Facilities Mode Change facilities (transit centers, transit rail stations)
Public Transit Operational Improvements	Transit Service Improvements (frequency, stop frequency, vehicle type, operating hours) Transit Routing Changes (modifications, expansion) Transit Coordination/Marketing Transit Information Systems Fare Reductions or Packages Traffic Operations (signal preemption, turnouts, rail crossing coordination)
Bicycle and Pedestrian Improvements	Infrastructure Improvements (bike lanes, paths, sidewalks) Support Services (bike racks and lockers, bike route maps)
Congestion Pricing	Road User Fees Parking Fees
Growth Management Strategies	Land Use Policies/Regulation Design Standards
Access Management	Driveway Control Median Control Frontage Roads

Strategy Class	Representative Strategies/Measures
Incident Management	Detections Response Clearance Information/Routing
Intelligent Transportation Systems (ITS)	Advanced Traffic Management Systems (ATMS) Advanced Traveler Information Systems (ATIS) Advanced Public Transportation Systems (APTS) Commercial Vehicle Operations (CVO)
General Purpose Lanes	Freeway Lanes Arterial Lanes