

# Frequently Asked Questions

## Transportation Alternatives Program (TAP)

### 2022 Call for Projects

If you have questions about the TAP application process, scoring criteria, or anything else related to the TAP Call for Projects, please check below to see if it has already been asked. We plan to update this list on a regular basis. If you don't find your question below, don't hesitate to email us at [tap@ewgateway.org](mailto:tap@ewgateway.org).

#### Q1: How do I submit my application?

Submit the completed application, scanned signature pages, and necessary attachments electronically to EWG at [tap@ewgateway.org](mailto:tap@ewgateway.org). Please submit one application per email. Applications must be received by August 19, 2022 by 4 pm. Please note you do not need to send a hard copy.

You may submit the application fee by electronic funds transfer (contact [staci.alvarez@ewgateway.org](mailto:staci.alvarez@ewgateway.org) for set-up instructions) or by check to:

TIP Application  
East-West Gateway Council of Governments  
1 S. Memorial Drive, Suite 1600  
St. Louis, MO 63102-2451

Application fees (including the application fee payment form) sent by mail must be postmarked by August 19, 2022 or received electronically by August 26, 2022. The application fee payment info form may be emailed if payment is submitted electronically.

#### Q2: Who do I send a request for a letter of coordination if my project is on a transit route?

A letter of support is only required if there is an impact to transit (i.e., bus stop improvements are part of a project). Please request a letter of support no later than July 14, 2022.

Send requests to:

- Bi-State Development/Metro - Lance Peterson, Director of Service Planning and Jessica Gershman, Assistant Executive Director for Planning & System Development
- Madison County Transit District – Phil Roggio, Director of Planning & Capital Projects
- St. Clair County Transit District – Tony Erwin, Director of Facilities & Maintenance

A transit letter is not required if the project does not include transit improvements.

### **Q3: Can federal funds be used for local match?**

Federal funds are generally not allowed to be used for local match, with the exception of funds from Federal Land Management Agencies (such as the Forest Service or National Park Service) or HUD Community Development Block Grants. In all cases, confirm with MoDOT or IDOT prior to using any federal funds as local match. American Rescue Plan Act (ARPA) funds may be used as non-federal local match if an entity received up to \$10 million in ARPA funds.

### **Q4: If your project includes sidewalk slab replacements, does that trigger Americans with Disabilities Act (ADA) compliance on the entire sidewalk within the project limits?**

Make sure to draft the scope of work so that it specifies what will be constructed. All new sidewalk must be ADA compliant. If the scope includes repairs to sections of sidewalk along the limits then ADA mandates that all the sidewalk be made ADA compliant. This will make your project costs increase due to potential right-of-way acquisition.

### **Q5: Are ADA transition plans required to submit an application?**

The ADA requires public agencies with 50 or more employees to have an ADA transition plan. EWG does not require a transition plan to apply for funds.

### **Q6: Where can I find out more information about ADA requirements?**

FHWA offers a Question and Answer on the Americans with Disabilities Act (ADA). You can review this information at the following link:

[https://www.fhwa.dot.gov/civilrights/programs/ada/ada\\_sect504qa.cfm](https://www.fhwa.dot.gov/civilrights/programs/ada/ada_sect504qa.cfm).

### **Q7: There are no safety countermeasures included in my project. Should I still attach crash reports?**

If you are not including a FHWA proven bicycle/pedestrian countermeasure or one of the STEP Spectacular Seven countermeasures, crash reports are not required. You can still receive preventive safety points if one or more of these countermeasures are included but no crashes occurred 2016-2020.

### **Q8: What is the maximum a project can request?**

There is no funding maximum per project. However Missouri projects requesting over \$2 million in TAP funds and Illinois projects requesting over \$500,000 in TAP funds should indicate if it is possible to split the project into constructible segments.

### **Q9: What are the requirements if a project is phased?**

If a project is over \$2 million in Missouri or \$500,000 in Illinois, we ask the sponsor to identify potential phases in case the entire project cannot be funded at this time. Each phase should have logical termini (start and end at an intersection, destination, or another logical endpoint). This gives sponsors the ability to identify their priority segments for funding.

**Q10: I want to submit a Community Improvement or Environmental Mitigation Activity application. Do I have to fill out the entire application?**

Only fill out the section of the application related to the specific activity type you are proposing. These are listed on page 8 of the application with references to which pages you should complete for each type.

**Q11: Is there a preliminary application?**

There is no longer a preliminary application review. If you wish to discuss your application with EWG staff, you may set up a Project Review Meeting through the website: <http://www.ewgateway.org/TAPCall>. These meetings will be held virtually on June 24, July 8, July 22, and July 29 from 9 AM to 12:10 PM. Sponsors may select a ½ hour time slot. Sponsors may also email staff to set up a meeting at a different time.

**Q12: What is the current link to MoDOT LPA Basic Training?**

Missouri project sponsors are required to have an agency staff member who is certified under MoDOT's LPA Basic Training program. This training offers information on the Local Public Agency process. MoDOT has recently updated the link to this online training. Please use the new link: <https://www.modot.org/training-opportunities>.

**Q13: How do I know if my Missouri Person of Responsible Charge certification is still current?**

Sponsors in Missouri should check this link to ensure they have a current LPA Basic Training certification: <https://www.modot.org/media/37645>. If the name of the person at your agency who is to be the Person of Responsible Charge is not listed or their certification is expiring soon, they will need to use the link in Question 12 to take the class. Certifications are valid for two years.

**Q14: When are TAP funds available?**

Preliminary engineering funds are available in FY 2024, right-of-way funds in FY 2024 or FY 2025, and construction/construction engineering funds in FY 2024, FY 2025, or FY 2026.

**Q15: If a municipality has multiple projects, can they apply for all of them?**

East-West Gateway does not discourage cities from submitting multiple project applications.

**Q16: If a municipality has applied for funding in STP or CMAQ for a separate project, does that impact their chances of being awarded a TAP project?**

STP, CMAQ, and TAP are all separate funding programs, so applications are scored against other applications within those same programs. Municipalities can receive funding for STP, CMAQ, and TAP projects in the same year.

**Q17: May bond funds be used as local match?**

Yes, you may use bond funding as local match.

**Q18: If we are unsure of whether our project will impact another agency’s facilities, should we provide a letter of support from them?**

Coordinate with the other agency to determine what the scope of your project may be and what impacts to their system may be caused by your project. If there is no impact, then no letter of support is necessary. Please request a letter of support no later than July 14, 2022. Letters may be submitted after the application deadline, but no later than September 16, 2022.

**Q19: What is “average daily use” on the Bicycle and Pedestrian Facilities application in reference to?**

Average daily use refers to the usage of the facility by bicyclists and pedestrians. If you have counts for an existing facility, please provide those. If the facility is new, you may leave this question blank.

**Q20: How are points for local match allocated?**

These points are based on the federal match percentage for each phase of work requesting federal funds, not total project cost. Do not use different rates for each phase. If you do, then the percentage will be an average. For example,

Local Match Points: 0				Local Match Points: 3			
Phase	Federal Request	Local Match	Federal %	Phase	Federal Request	Local Match	Federal %
PE	\$160,000	\$40,000	80%	PE	\$0	\$200,000	0%
ROW	\$80,000	\$20,000	80%	ROW	\$0	\$100,000	0%
Construction/CE	\$800,000	\$200,000	80%	Construction/CE	\$500,000	\$500,000	50%

Local Match Points: 0				Local Match Points: 1			
Phase	Federal Request	Local Match	Federal %	Phase	Federal Request	Local Match	Federal %
PE	\$0	\$200,000	0%	PE	\$0	\$200,000	0%
ROW	\$0	\$100,000	0%	ROW	\$75,000	\$25,000	75%
Construction/CE	\$800,000	\$200,000	80%	Construction/CE	\$750,000	\$250,000	75%

**Q21: I submitted an STP or CMAQ application in February and was not recommended. Do I still need to submit an application fee or can I use that as credit?**

You must submit an application fee during the TAP round. If your STP or CMAQ project was not recommended then the fee will be refunded around October.