Transportation Alternatives Program

Project Development Workshop

June 14, 2022

EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

Workshop Agenda

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

Email: TAP@ewgateway.org

Call for Projects website: https://www.ewgateway.org/tapcall

TAP Overview

- Infrastructure Investment & Jobs Act (IIJA)
  - Current transportation funding and authorization bill
  - Passed in November 2021
  - Replaces the FAST Act
  - Increases funding for TAP through 2026
  - Includes the Transportation Alternatives Set-Aside (previously Transportation Enhancements)
  - Competitive process is required
- Approximately $16 million available in Missouri
- Approximately $2.9 million available in Illinois
- **Applications are due August 19, 2022; 4:00 PM**

Eligible Projects

- Program requirements
  - Projects must demonstrate a direct relationship to surface transportation
  - Funding has no restriction on use based on roadway functional classification
  - Projects must be in one of the eligible activity categories
    - 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:
    - Local government (city, county, etc.)
    - Transportation-related government agency (GRG, MEPRD)
    - Regional transportation authority or transit agency (Metro, MCT)
    - Natural resource or public land agency
    - School district, local education agency, or school
    - Nonprofit entity
    - A state at the request of an eligibly entity listed here
- Must be located in Madison, Monroe, St. Clair, Franklin, Jefferson, St. Charles, or St. Louis counties, or the city of St. Louis

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 & Pedestrian Activities

Safe routes for non-drivers

○ Target audience: children, seniors, individuals with disabilities

○ Project examples include:

  ○ Safe Routes to School (SRTS) infrastructure projects

  ○ Transit shelters and transit stops

  ○ Crossing improvements

  ○ Pedestrian and bicycle signals

  ○ Traffic calming techniques

  ○ Pedestrian-scale lighting
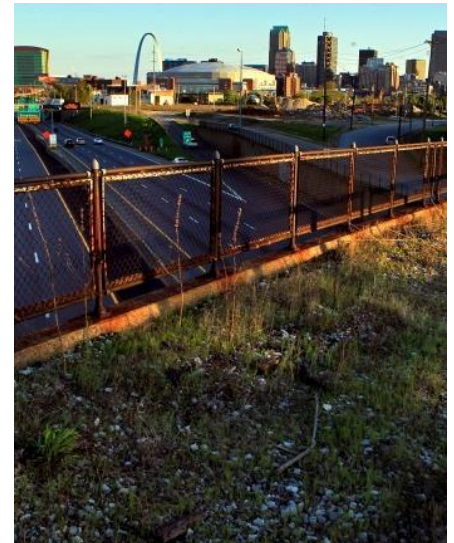
  ○ Other safety-related improvements

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Bicycle & 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

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Road Diet or Retrofit

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.)
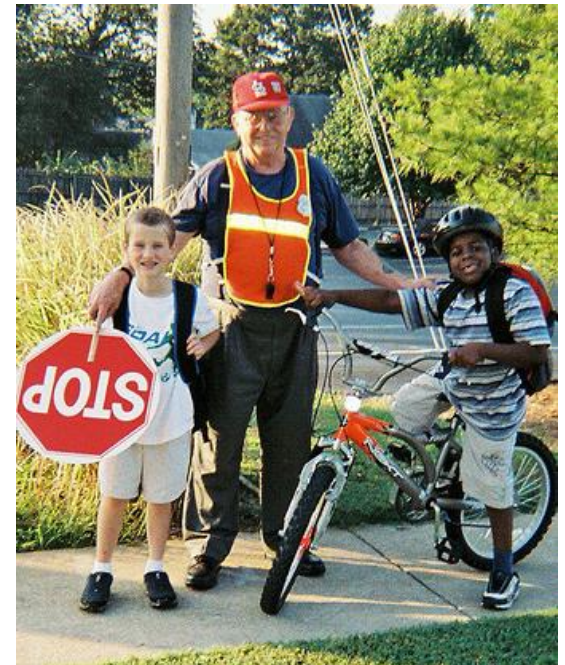
Not eligible for reimbursement:

- Street repaving or reconstruction

- Vehicular street lighting

- Traffic signals (vehicles)

- General maintenance

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Safe Routes to School (Non-Infrastructure)

Activities to encourage walking and bicycling to school:

- Educational program for children grades K-12

- 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, middle, or high 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/or 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

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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

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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

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Ineligible Activities

- Bicycle and pedestrian safety and education activities (except activities targeting children K-12)

- 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

    - Implementation/construction

- Requires a 20% 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

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Funding Limits

- There is not a maximum dollar limit on the cost for TAP projects

- Missouri – Projects that request in excess of **$2 million** federal should indicate if the project can be broken down into constructible segments

- 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

Application Forms

- All application materials are available online at the call for projects webpage: 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

- Sponsor contact information required to download the application

- No limit to the number of applications submitted

- Each project should be submitted in a separate email

- Electronic application (including all attachments) must be submitted as a single PDF file to TAP@ewgateway.org by **4:00pm on August 19, 2022**

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Application Fee

- Required application fee of 0.5% of the federal funds requested

- Submit TIP Application Fee Payment Information Form along with payment

- Two payment options:

  - Electronic Funds Transfer (EFT)
    - Email the Form to tipappfees@ewgateway.org
    - EFT payments must be received by August 26

  - Check
    - Print and mail the Form and check to EWG
    - Must be postmarked by August 19

Application Tips

- Project location map, clearly identify:
    - Project limits of proposed project
    - Project segments/phases
    - Location of proposed facility types
    - 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

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Application Submittal Checklist

- Different checklist for each application type – requirements vary

  - 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

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National Guidelines & Standards

FHWA Policy on Using Bipartisan Infrastructure Law Resources to Build a Better America (2021)

- Safety and accessibility for all users
- Equitable – including underserved and underrepresented populations in planning
- Better choices across all modes
- Accommodates new and emerging technologies
- More sustainable and resilient to a changing climate

National Guidelines & Standards

FHWA Bicycle and Pedestrian Facility Design Flexibility guidance memo (2013)

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

USDOT Policy Statement on Bicycle & Pedestrian Accommodation Regulations & Recommendations (2010)

- Go beyond minimum requirements
- Convenient, safe, context-sensitive facilities for all ages and abilities
- Utilize universal design when appropriate

Bicycle & 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

Bicycle Planning Guide

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Application Materials

- EWG TAP Call for Projects Website: https://www.ewgateway.org/tapcall

- TAP Project Development Workbook: https://www.ewgateway.org/wp-content/uploads/2022/06/TAP-ProjDevWorkbook-2022.pdf

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

- TAP Frequently Asked Questions: https://www.ewgateway.org/wp-content/uploads/2022/05/TAP-FAQs-2022.pdf

- Project Review Meetings – Online Registration: https://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/tap-project-review-meeting-online-registration/

Evaluation & Scoring Criteria

- Three project applications:

  - Bicycle and Pedestrian Activities (includes SRTS infrastructure)

  - 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*

Scoring Criteria: Bicycle and Pedestrian Facilities

Criteria	Points
Local Match	3
Environmental Justice (EJ)	5
Planning	5
Multi-Jurisdictional	2
Land Use – PEI	8
Schools	5
Community Resources	5
Tourism, Cultural, Environmental Resources	3
System Connectivity	25
Safety	10
Pedestrian-scale Lighting	2
Barrier Elimination	2
Facility Measure	20
Facility Buffer	3
Environmental Quality	2
Total	**100**

Scoring Criteria: Safe Routes to School (Non-Infrastructure)

Criteria	Points
Local Match	3
Budget	2
Serving Economically Disadvantaged Populations	5
Students Served	10
Planning	10
Project Partners	20
Existing Conditions & Problem Identification	10
Action Plan	20
Multi-Modal	5
Evaluation	10
Commitment	5
Total	**100**

Scoring Criteria: Community Improvement and Environmental Mitigation Activities

Criteria	Points
Significance/Need	25
Resource/Facility	15
Safety/Mitigation	15
Quantity	10
Planning	10
Other Benefits/Innovation	10
Public Exposure	10
Local Match	3
Budget	2
Total	100

EWG Program Schedule

Activity	Date
Call for projects begins	June 1, 2022
Project Development Workshop	June 14
Project Review Meetings *(virtual – optional)*	June 24, July 8, 22, 29
Application deadline	**August 19**
Application review and evaluation	August-December
Transportation Planning Committee makes funding recommendation	January 2023
Public comment period	January 27-February 15
Final Board of Directors approval	March 29, 2023

Federal Reimbursement

- Three milestones/phases:
  - Preliminary Engineering: approved engineering services contract/agreement
    - Surveys, public hearings, environmental and historical documentation
  - Right-of-Way Acquisition: acquisition approval (A-Date approval)
    - Easements and parcel acquisition
  - Construction/Implementation: approved Plans, Specifications and Estimates, and ROW clearance (Authority to Advertise) in MO or project placed on letting in IL
    - Utility relocation costs for which the local agency is responsible, advertising costs
- Federal funds must be obligated (authorized) prior to incurring costs

Project Scheduling

- Federal funding availability schedule:
  - Preliminary engineering – FY 2024
  - Right-of-way – FY 2024/2025
  - Construction/Implementation – FY 2024/2025/2026
  - FY=Federal fiscal year (i.e. FY 24 = Oct. 1, 2023-Sept. 30, 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 review
- External agency review required (i.e., state DOT)

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 – send award letters to sponsors with selected projects

- Return application fees for projects not selected

- 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 of it falls behind the policy guidelines

- No impact on future project applications

Funding Availability

- Applies to Illinois projects

- The IIJA 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 2024 and must be obligated before the end of FY 2027. 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, 2027.

State DOT's Role

- Administer funding per state and federal requirements:
    - MoDOT:
      https://epg.modot.org/index.php/LPA:136_Local_Public_Agency_(LPA)_Policy
    - IDOT: http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Local-Roads-and-Streets/Local%20Roads%20and%20Streets%20Manual.pdf

- 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

- Work with respective State DOT to move project to completion
- 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

Responsible Charge

- 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/training-opportunities

- Most recent Responsible charge roster (MO): https://www.modot.org/media/38145

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Reminders

- 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 sponsor wishes to be federally reimbursed for design

- 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)

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Questions?

- General Contact: TAP@ewgateway.org

- TAP Eligibility and Requirements, Applications, Scoring Criteria

  - Contact: Melissa Theiss

- Project Scheduling, Tracking, and Implementation

  - Contact: Jason Lange or Brad Williams

- Applications are due by **4:00 pm on August 19, 2022**