

APPENDIX A: REGIONAL GRANT PROGRAM



Tahoe
Metropolitan
Planning
Organization



TAHOE
REGIONAL
PLANNING
AGENCY

TRANSPORTATION

LINKING TAHOE

Regional Grant Program

Goals and Criteria

Introduction

The Tahoe Regional Planning Agency, in its capacity as the Tahoe Metropolitan Planning Organization (TMPO) is responsible for allocating and programming various federal and state funding programs. Four of those funding sources include the State of California Active Transportation Program (ATP) which provides a consistent source of funding each year that supports enhancing and creating new active transportation options. The Congestion Mitigation and Air Quality Program (CMAQ), that provides a flexible funding source to state and local governments within the El Dorado County portion of the Tahoe Region for transportation projects and programs to help meet the Clean Air Act. The Nevada Transportation Alternative Program (TAP), another funding source that provides funding for programs and projects defined as transportation alternatives. And the Surface Transportation Block Grant Program (STBG) that is one of the primary federal funding programs supplied to the Region to implement transportation projects identified in the 2017 Linking Tahoe: Regional Transportation Plan.

The call for projects use an enhanced performance based evaluation system that has been adjusted slightly incorporating feedback from the previous call and may be adjusted in future calls for projects. These goals and criteria are for ATP, Nevada TAP, CMAQ, and STBG funding. A priority list will be created for ATP funding as total dollars may not be available at the time of the call. The final ATP project programming recommendations will coincide with the California Transportation Commission's (CTC) ATP MPO project selection approval schedule. Other federal and state programs may be added in the future to help simplify the process of applying and help TMPO maximize funding opportunities for our partners by pairing up projects with the best funding source. The application includes a project performance assessment which evaluates how projects best meet the overall Regional Plan goals and policies and those identified as priorities in the [Regional Transportation Plan](#).

Grant Program Goals and Strategic Priorities

The goal of TMPO's Linking Tahoe Regional Grant Program is to support the implementation of the 2017 Linking Tahoe: Regional Transportation Plan (RTP) goals, policies, and projects by creating better transportation options and enhancing the transportation system to provide safe, multi-modal, social, and environmental improvements. The program seeks to bundle funding sources when possible and leverage grant funds to increase success and effectiveness of project implementation. Project Performance Assessment in the application emphasizes projects that can reduce the reliance on the automobile, improve safety, and close gaps in the active transportation and transit network.

Vision

A first-class transportation system that prioritizes bicycling, walking and transit and serves residents and visitor while contributing to the environment and socioeconomic health of the Region.

The highest priorities for implementation of this Regional Transportation Plan are:



TRANSIT

- Increasing frequency to 30 minute headways
- Providing free-to-the-user service
- Improving recreation access



TRAILS

- Closing gaps in the active transportation network with a focus on shared-use paths



TECHNOLOGY

- Signal optimization
- Transit prioritization
- Real-time information
- Vehicle electrification
- Parking management



Funding Background

These 2018 goals and criteria for the Linking Tahoe Regional Grant Program currently include four different funding sources, STBG, ATP, Nevada TAP, and CMAQ. Some of the overall objectives and eligibility requirements for these funding sources overlap, however each funding source also has more specific objectives and eligibility requirements. The specific objectives and eligibility requirements for each funding source are outlined in the STBG guidelines, ATP guidelines, Nevada Tap guidelines, and CMAQ guidelines attached. All projects must be listed in the 2017 RTP constrained project list to be eligible. As more funding sources become available and are added to this regional grant program, these guidelines will be updated.

- **Surface Transportation Block Grant Overview**

The STBG promotes flexibility in State and local transportation decisions and provides funding to best address State and local transportation needs. STBG funding is sub allocated directly to TMPO by the Federal Highway Administration (FHWA) in accordance with the Federal FAST Act. The funding is allocated by state (CA and NV) and must be awarded to projects in the corresponding state. The funds are allocated and programmed based on a competitive process in accordance with the STBG guidelines.

- **Active Transportation Program Overview**

The ATP was created by Senate Bill 99 (Chapter 359, Statutes 2013) and Assembly Bill 101 (Chapter 354, Statutes 2013), to encourage increased use of active modes of transportation, such as walking and biking. The TMPO apportionment is funded through various federal and state funds appropriated in the annual Budget Act. Funds must be awarded and programmed based on a competitive process in accordance with the MPO guidelines.

- **Nevada Transportation Alternatives Program**

The Transportation Alternatives Program (TAP) provides federal funds for community-based projects that expand travel choices and enhance the transportation experience by integrating modes and improving the cultural, historic, and environmental aspects of our transportation infrastructure. TAP funds are made available to the State through the Federal Highway Administration by the Nevada State Department of Transportation. The funds are allocated and programmed based on a competitive process in accordance with the NV Tap guidelines.

- **Congestion Mitigation and Air Quality Program**

The Congesting Mitigation and Air Quality Improvement Program (CMAQ) was created under the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, and was reauthorized under all Federal Transportation Acts, including Fixing America's Surface Transportation (FAST) Act. The funds are distributed to Metropolitan Planning Organizations and Regional Transportation Planning Agencies in federally designated air quality nonattainment and maintenance areas within the state in accordance with the formula set forth in Section 182.7 of the Streets and Highways Code. The funding may be used for a transportation project or program that contributes to the attainment or maintenance of a national ambient air quality standard. The funds are allocated and programmed based on a competitive process in accordance with the CMAQ guidelines.

Initial Screening

TMPO staff will conduct an initial project screening to determine if a submitted project will proceed to the evaluation process. TMPO staff will use the following screening criterion:

1. The project must be listed in the constrained project list of the 2017 Regional Transportation Plan (RTP). Projects may be contained in a “grouped project” or broader category listing in the RTP. Please contact TMPO staff as necessary to confirm.
2. The project must be ready for programming in the Federal Transportation Improvement Program.
3. The project sponsor must demonstrate technical capacity and reliability for delivering similar projects (scale and complexity).
4. Projects requesting construction funding must have environmental, engineering and right-of-way completed by the time funds are requested.

Project Evaluation Criteria

Team evaluators will review and score applications using the following selection criteria and relative weighting (maximum of 70 points):

CRITERIA	POINTS
Work plan and Timeline. Project application should clearly illustrate the current stage of the project, the delivery work plan, and a detailed project timeline with key milestones demonstrating the capacity to deliver in timely manner.	15 points
Demonstrated Need. The applicant should clearly identify the purpose and need of the project. Show whether the project is located within a disadvantaged community for ATP funds only, not STBG. A disadvantaged community for the Tahoe Region is defined as an area that is below the statewide median household income or is within a 2-mile radius of a school with at least 40% of students eligible for free or reduced priced lunch.	10 Points
Project Performance Assessment. Please see the attached Transportation Assessment Metrics and complete the questions within each category and all supplemental questions.	25 Points
Potential for project success. Applicant’s ability to carry out project based on: <ul style="list-style-type: none"> ▪ Readiness of Project ▪ Reasonable work-plan ▪ Coordination with public ▪ Project leadership and council/board endorsement ▪ Available funding to complete and maintain the project 	15 points
Matching funds. If matching funding are provided, applicant must identify non-federal matching funds. Match is required for STBG, but not for ATP funds. However, project applications that can show match for ATP, or additional committed matching funds for STBG beyond the required amount, will be the most competitive.	5 points

Application and Submittal

Please follow the instructions below to successfully submit your application.

1. Download application here: <http://www.trpa.org/transportation/funding/regional-grant-program/>
2. Submit completed application electronically to Judy Weber at jweber@trpa.org.
3. The deadline for submitting an application will vary by the Call for Projects.

MILESTONE	DEADLINE
Call for Projects Released	TBD
Deadline to submit project application	TBD
Staff Selection Committee review and recommendations	TBD
Staff Project Recommendations to Board	TBD
Release Project Recommendations to Awardees	TBD
Project Recommendations presented to Governing Board Committee	TBD
Programming of the projects in the FTIP	TBD
Governing Board Adoption of ATP project recommendations	TBD
CTC approval of ATP MPO Recommendations	TBD
Programming of the ATP projects in the FTIP	TBD

The following schedule lists the major milestone for a regional grant program cycle:

Implementation and Oversight Requirements

See **STBG, ATP, Nevada TAP, and CMAQ Guidelines** for program specific Implementation and Oversight requirements. The following requirements apply for successful applications who are awarded funding:

1. The Implementing Agency must have or be able to obtain a Master Agreement with Caltrans if the project is located within California. Additional time should be included in project time line if there is not an existing Master agreement in place to accurately program funds for expenditure in the appropriate fiscal year.
2. The project sponsor must demonstrate a commitment for ongoing operations and maintenance for any capital project.
3. Keep project details updated in the Lake Tahoe Transportation Tracker Tool: <https://transportation.laketahoeinfo.org/>. The information will be used to program the project in the Federal Transportation Improvement Program and monitor performance.
4. Provide quarterly project updates and schedule changes as necessary via the Lake Tahoe EIP Tracker Tool.

5. California projects must work with Caltrans District Local Assistance (DLA) on the Request for Authorization (E76) process for obligation of the funds. Follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>
6. Nevada projects must work with NDOT on the Local Public Agency (LPA) process. Follow processes in the Nevada Local Public Agency Manual: <http://www.nevadadot.com/home/showdocument?id=1541>

Resources

1. TRPA 2017 Linking Tahoe Regional Transportation Plan: <http://www.trpa.org/regionaltransportationplan/>
2. CTC ATP Guidelines: <http://www.catc.ca.gov/programs/atp/>
3. Caltrans ATP Guidelines: <http://www.dot.ca.gov/hq/LocalPrograms/atp/cycle-4.html>
4. Caltrans Complete Streets Program: <http://www.dot.ca.gov/transplanning/ocp/complete-streets.html>
5. NDOT TAP: <https://www.nevadadot.com/projects-programs/transportation-alternatives-program>
6. NDOT Complete Streets Policy: <https://www.nevadadot.com/home/showdocument?id=8594>
7. FHWA STBG: <https://www.fhwa.dot.gov/specialfunding/stp/>

Tahoe Metropolitan Planning Organization Surface Transportation Block Grant Program Guidelines (Cycle 2)

INTRODUCTION

These guidelines are the specific policies and procedures for the Surface Transportation Block Grant (STBG) program. The intent is to provide information and reference material to assist in the application process for the federal funding made available through the Tahoe Metropolitan Planning Organization (TMPO). These processes are described herein, and outlined below. For more general information on the Linking Tahoe: Regional Grant Program, application materials, and submittal instructions, please see the Linking Tahoe Regional Grant Program Goals and Criteria.

1. The application meets TMPO's Regional Grant Program needs and is applicable to TMPO's regional transportation plan's goals, and incorporates federal, state, and regional performance measures.
2. The application evaluation criteria reflect the goals and performances measures of the TMPO regional transportation plan.
3. The Evaluation Committee includes TMPO staff, with oversight from the TMPO Executive Committee.
4. TMPO has elected to have no minimum project size for the STBG program.

BACKGROUND

The Surface Transportation Block Grant Program is a federal-aid transportation program, administered by the Federal Highway Administration (FHWA), which provides funding used by States and localities for transportation improvement projects. The 2015 Federal transportation legislation Fixing America's Surface Transportation Act (FAST ACT), converted the long-standing Surface Transportation Program into the STBG Program acknowledging the block grant program allows more flexible funding to address State and local transportation needs. The funding may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway and certain local roads, pedestrian and bicycle infrastructure, transit capital, planning projects, and intercity passenger projects. STBG funds are reimbursable federal aid funds, subject to the requirements of Title 23, United States Code. TMPO is required to allocate and program the STBG funds that are apportioned to the Tahoe Region.

PROGRAM GOALS

TMPO's goal of the STBG program is to support the implementation of the 2017 Linking Tahoe: Regional Transportation Plan (RTP) by refining modes of transportation to provide mobility, social, and environmental improvements. The program targets highways, local streets and road improvements, reconstruction and rehabilitation, transit capital, transportation system management, transportation demand management, and bicycle and pedestrian projects.

PROGRAM SCHEDULE AND FUNDING

STBG funding is apportioned directly to TMPO by the Federal Highway Administration (FHWA) in accordance with the Federal FAST Act. The funding is allocated by state (CA and NV) and must be awarded to projects in the corresponding state. Programming capacity for this cycle is estimated at a combined total of \$4,000,000 for federal fiscal years 2020 and 2021. Local match is required on all STBG funds; the minimum percentage required depends by states which are listed below. Applicants that are able to demonstrate a greater match than the minimum required will have an opportunity to score higher on the application. The funds will be programmed accordingly to award year and must be obligated prior to the end of the federal fiscal year.

- **Estimated Funding Available:**

Surface Transportation Block Grant		
	19/20	20/21
California State	\$48,981	\$1,564,185
Nevada State	\$1,220,705	\$1,220,705
Total	\$1,269,686	\$2,784,890

- **Local Match Requirements:**

Project sponsors are required to provide local match for the STGB funding (23 U.S.C. 120). The non-federal match requirement is:

- 11.47% for California
- 5% for Nevada

ELIGIBILITY OVERVIEW

Eligible applicants include local, state, and regional government entities and transit operators within in the projected urbanized area boundary for the Tahoe Region.

1. Projects must be listed in the 2017 RTP constrained project list.
2. Projects must meet eligibility requirements included in 23 U.S.C.133 related to project location, eligibility, and planning. <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm#d>
3. Project sponsors must provide the applicable non-federal match.
4. Applicants must be able to comply with all federal and state laws, regulations, policies and procedures required to enter into a Master Agreement and follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm> Additional time should be included in project time line if there is not an existing Master agreement in place to illustrate funds will be obligated and expended in the appropriate fiscal year.

5. Applicants must be able to comply with all federal and state laws, regulations, policies and procedures and follow the processes in the Nevada Local Public Agency manual: <https://www.nevadadot.com/home/showdocument?id=1541>
6. All phases of work are eligible: Environmental, Preliminary Engineering, Right of Way, Construction.

ELIGIBLE PROJECTS AND ACTIVITIES

Funds are available for a variety of projects including but not limited to:

1. Highway, local streets and road improvements
2. Construction, reconstruction, rehabilitation, resurfacing, restoration, and operational improvements for highways and bridges. For highway and road improvements, the road functional classification has to be above a minor collector. Use the CRS maps link provided below to find the road functional classification. http://www.dot.ca.gov/hq/tsip/hseb/crs_maps/
3. Bicycle and pedestrian facilities
4. Highway and transit safety infrastructure improvements
5. Transportation system management and transportation demand management
6. Ferry boats and terminal facilities

For additional information regarding project eligibility please refer to the [FHWA](#) guidance.

INITIAL PROJECT EVALUATION ELIGIBILITY SCREENING

TMPO staff will conduct an initial project screening to determine if a submitted project will proceed to the evaluation process. TMPO staff will use the following screening criterion:

1. The project must be listed in the constrained project list of the 2017 Regional Transportation Plan (RTP). Projects may be contained in a “grouped project” or broader category listing in the RTP. Please contact TMPO staff as necessary to confirm.
2. The project must be ready for programming in the Federal Transportation Improvement Program.
3. The project sponsor must demonstrate technical capacity and reliability for delivering similar projects (scale and complexity).
4. Projects requesting construction funding must have environmental, engineering and right-of-way completed by the time funds are requested.

PROJECT EVALUATION CRITERIA

Team evaluators will review and score applications using the following selection criteria and relative weighting (maximum of 70 points):

Work plan and Timeline. Project application should clearly illustrate the current stage of the project, the delivery work plan, and a detailed project timeline with key milestones demonstrating the capacity to deliver in timely manner.	15 points
Demonstrated Need. The applicant should clearly identify the purpose and need of the project.	10 points
Project Performance Assessment. The applicant will show how the project meets TMPO's goals and performance measures. Please see the attached Transportation Assessment Metrics and complete the questions within each category and all supplemental questions.	25 points
Potential for project success. Applicant's ability to carry out project based on: <ul style="list-style-type: none"> ▪ Readiness of Project ▪ Reasonable work-plan ▪ Coordination with public ▪ Project leadership and council/board endorsement ▪ Available funding to complete and maintain the project 	15 points
Matching funds. The applicant must clearly identify the applicable non-federal matching funds. Project applications that can show increased match for STBG will be the most competitive.	5 points
TOTAL POINTS	70 points

IMPLEMENTATION AND OVERSIGHT REQUIREMENTS

Beyond the implementation and oversight requirements set forth in the Linking Tahoe: Regional Grant Program Goals and Criteria, all STBG funded projects must also follow and be aware of the below requirements:

1. Applicants must work with Caltrans District Local Assistance to prepare the Request for Authorization (E76) process for obligation of the funds. Follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>
2. Nevada projects must work with NDOT on the Local Public Agency (LPA) process. Follow processes in the Nevada Local Public Agency Manual: <https://www.nevadadot.com/home/showdocument?id=1541>
3. To ensure timely use of funds, TMPO shall retain the right to redirect program funding to other agencies and projects so as not to lose funding to the Tahoe Region. For STBG funded projects, TMPO will maintain a project contingency list. If an awarded project is not able to meet funding programming and authorization guidelines and milestones, funding may be moved to a project on the contingency list.

Tahoe Metropolitan Planning Organization

2018 Active Transportation Program Guidelines

INTRODUCTION

The Tahoe Metropolitan Planning Organization's (TMPO's) 2018 Active Transportation Program (ATP) guidelines are consistent with and support the California Transportation Commission's (CTC) cycle 4 ATP guidelines. TMPO's process, specifically its application, evaluation criteria, and evaluation committee do differ slightly from the CTC's process. These processes are described herein, and outlined below. For more general information on the Linking Tahoe: Regional Grant Program, application materials, and submittal instructions, please see the Linking Tahoe Regional Grant Program Guidelines.

1. Applicants can jointly submit their applications as a request for ATP funds as well as Surface Transportation Block Grant (STBG) funds if eligible for both types of funding. These guidelines are part of the Linking Tahoe: Regional Grant Program, which at times may include multiple funding sources – ATP and STBG. Projects will only be funded through the ATP program if they are eligible under the CTC's eligibility requirements and submitted in the State-Wide Call. Projects not funded in the State Call will be eligible for the MPO Call.
2. The State ATP application will need to be resubmitted to the TMPO with the main criteria from the Regional Grant Program (RGP) application and the Performance Assessment completed. The Performance Assessment helps TMPO meet its Regional Grant Program needs, is fine tuned to be applicable to TMPO's regional transportation plan's goals, and incorporates federal, state, and regional performance measures. The application still meets the CTC requirement of qualifying as a PSR or PSR equivalent (including cost estimate and plans).
3. The State's application evaluation criteria reflect many of the regional goals and performance measures of the TMPO regional transportation plan, which also support the goals and mission of the CTC and Caltrans' Active Transportation program.
4. As required by CTC, the Evaluation Committee includes multidisciplinary advisory group of TMPO staff, with oversight from the TMPO Executive Committee. Staff representatives come from the following TRPA departments: Long Range, Transportation and Current Planning. Evaluation committee expertise includes transit, active transportation, environmental improvements and project implementation. A final recommendation for project awardee(s) will be submitted to the CTC for final approval.

5. As noted in the CTC's cycle 4 ATP guidelines, MPO's "may use a different minimum funding size." The TMPO has elected to decrease the minimum project size from \$250,000 to \$50,000, which is approximately 30% of the annual funds competitively distributed by the TMPO.
6. The final ATP project programming recommendations will coincide with the CTC's cycle 4 ATP MPO project selection approval in June 2019.
7. TMPO will create a contingency list of projects from those unfunded projects received to be amended into the program in the event a programmed project is delivered for less or fails, approve and recommend such amendments for Commission approval. This contingency list will be provided to the Commission and will be in effect only until the adoption of the next statewide program.
8. In conformance with the CTC ATP guidelines, a minimum of 25 percent of the funds distributed to each MPO must benefit disadvantaged communities. A disadvantaged community for the Tahoe Region, which uses CTC approved definitions, is defined as an area that is below the statewide median household income or is within a 2-mile radius of a school with at least 40% of students eligible for free or reduced priced lunch. To determine if your project is within a disadvantaged community, review this map: <http://www.trpa.org/wp-content/uploads/maps/BasinWideDisadvantagedCommunities.pdf>. For other qualifying requirements, please see CTC's cycle 4 ATP guidelines.

BACKGROUND

The ATP was created by Senate Bill 99 (Chapter 359, Statutes 2013) and Assembly Bill 101(Chapter 354, Statutes 2013), to encourage increased use of active modes of transportation, such as walking and biking. The ATP consolidates various transportation programs - including the federal Transportation Alternatives Program, state Bicycle Transportation Account, and federal and state Safe Routes to School programs - into a single program. The program funding is segregated into three components and is distributed as follows:

- 50% to the state for a statewide competitive program;
- 10% to small urban and rural regions with populations of 200,000 or less for the small urban and rural area competitive program, and;
- 40% to Metropolitan Planning Organizations in urban areas with recognized populations greater than 200,000 for the large urbanized area competitive program.

The MPO apportionment is funded through various federal and state funds appropriated in the annual Budget Act. Funds must be awarded and programmed based on a competitive process in accordance with the MPO guidelines.

PROGRAM GOALS

TMPO's goal of the ATP is to support the CTC and Caltrans' active transportation program goals and the implementation of the 2017 Linking Tahoe: Regional Transportation Plan (RTP) by increasing active modes of transportation to provide mobility, social, and environmental improvements. The program

targets active transportation projects, including but not limited to bike, pedestrian, and safe routes to schools.

PROGRAM SCHEDULE AND FUNDING

The funding is allocated by the state of California through the CTC and must be awarded to projects located entirely within the California portion of the Tahoe Region. Funding capacity for this cycle is estimated at a total of \$326,000 or \$163,000 annually for 2019/20 and 2020/21 and \$209,000 annually for 2021/22 and 2022/23. There is no local match required on ATP funds, however, applicants that are able to demonstrate a match will have an opportunity to score higher on the application.

APPLICATION REQUIREMENTS

Applicants to the Linking Tahoe: Regional Grant Program ATP funds, must fill out a brief TMPO application including the TMPO Project Assessment and include the State of California ATP application. The state project application must include the signature of the Chief Executive Officer or other officer authorized by the applicant's governing board. The state has five different applications available for applicants to complete depending on the project type and size. It is incumbent on the applicant to complete the application appropriate for their project. The five application types are:

- Large Project, Infrastructure only or Infrastructure/Non-infrastructure: Projects with a total project cost of greater than \$7 million will be considered a Large Project and must use the Large Project application. Any project requesting over \$10M in ATP funding will be required to host an onsite field review with Caltrans and CTC staff.
- Medium Project, Infrastructure only or Infrastructure/Non-infrastructure: Projects with a total project cost between \$1.5 million to \$ 7 million will be considered a Medium Project and must use the Medium Project application.
- Small Project, Infrastructure only or Infrastructure/Non-infrastructure: Projects with a total project cost less than \$1.5 million will be considered a Small Project and must use the Small Project application.
- Non-infrastructure Only
- Plan

DEFINITION OF DISADVANTAGED COMMUNITIES (DAC)

The TMPO has elected to use a different criterion for determining which projects benefit a DAC. The TMPO ATP application requires that the applicant clearly identify whether the project is located within a disadvantaged community using the Project Assessment form. A disadvantaged community for the Tahoe Region is defined as an area that is below the statewide median household income or is within a 2-mile radius of a school with at least 40% of students eligible for free or reduced priced lunch.

ELIGIBILITY OVERVIEW

1. Projects must be listed in the 2017 RTP constrained project list.
2. Projects must be submitted to the State ATP Call before being considered for the MPO Call. Template located here: <http://www.catc.ca.gov/programs/atp/>. If the project is not funded or does not receive all funding it can then be submitted to the MPO ATP Call for Projects. All final recommendations are sent for approval to the California Transportation Commission.

3. Allocation of funds must follow the Caltrans 2019 ATP Guidelines: <http://www.dot.ca.gov/hq/LocalPrograms/atp/cycle-4.html> and CTC 2019 ATP Guidelines: <http://www.catc.ca.gov/programs/atp/>
4. Applicants must be able to comply with all federal and state laws, regulations, policies and procedures required to enter into a Master Agreement and follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>
Additional time should be included in project time line if there is not an existing Master agreement in place to illustrate funds will be obligated and expended in the appropriate fiscal year.
5. All phases of work are eligible: Environmental, Preliminary Engineering, Right of Way, Construction.

ELIGIBLE PROJECTS AND ACTIVITIES

Funds are available for a variety of projects including but not limited to:

1. New bicycle and pedestrian facilities
2. Improvements to existing bikeways and walkways
3. Safe routes to school projects
4. Connectivity of bike paths
5. Education programs to increase active transportation
6. Establishment or expansion of bike share program
7. Installation of traffic control devices to improve safety of pedestrian and bicyclists

INITIAL PROJECT EVALUATION ELIGIBILITY SCREENING

TMPO staff will conduct an initial project screening to determine if a submitted project will proceed to the evaluation process. TMPO staff will use the following screening criterion:

1. The project must have been submitted to the State ATP Call for projects.
2. The project must be listed in the constrained project list of the 2017 Regional Transportation Plan (RTP). Projects may be contained in a “grouped project” or broader category listing in the RTP. Please contact TMPO staff as necessary to confirm.
3. The project must be ready for programming in the Federal Transportation Improvement Program; ATP is funded from various federal and state funds appropriated in the annual Budget Act.
4. The project sponsor must demonstrate technical capacity and reliability for delivering similar projects (scale and complexity).
5. Projects requesting construction funding must have environmental, engineering and right-of-way completed by the time funds are requested.

IMPLEMENTATION AND OVERSIGHT REQUIREMENTS

Beyond the implementation and oversight requirements set forth in the Linking Tahoe: Regional Grant Program Goals and Criteria, all ATP funded projects must also follow and be aware of the below requirements:

1. The CTC has specific reporting requirements for ATP projects. Implementing agencies must submit the following reports to CTC and the MPO:
 - a. progress reports (semi-annual or quarterly),
 - b. completion report and
 - c. final delivery report.
2. Applicants must work with Caltrans District Local Assistance to prepare the Allocation request for the CTC and the Request for Authorization (E76) process for obligation of the funds. Follow

the processes in the Caltrans Local Assistance Procedures Manual:
<http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>

3. To ensure timely use of funds, TMPO shall retain the right to redirect program funding to other agencies and projects so as not to lose funding to the Tahoe Region. For ATP funded projects, TMPO will maintain a project contingency list. If an awarded project is not able to meet funding programming and allocation guidelines and milestones, funding may be moved to a project on the contingency list, with approval from the CTC. Extension requests for a project in the MPO selected portion of the program must include a recommendation by the MPO, consistent with the preceding requirements.

4. Allocation requests for a project in the MPO selected portion of the program must include a recommendation by the MPO.

PROJECT EVALUATION CRITERIA

Team evaluators will review and score applications using the following selection criteria and relative weighting (maximum of 70 points):

Work plan and Timeline. Project application should clearly illustrate the current stage of the project, the delivery work plan, and a detailed project timeline with key milestones demonstrating the capacity to deliver in timely manner.	15 points
Demonstrated Need. The applicant should clearly identify the purpose and need of the project and whether the project is located within a disadvantaged community. A disadvantaged community for the Tahoe Region is defined as an area that is below the statewide median household income or is within a 2-mile radius of a school with at least 40% of students eligible for free or reduced priced lunch.	10 points
Project Performance Assessment. The applicant will show how the project meets TMPO’s goals and performance measures. Please see the attached Transportation Assessment Metrics and complete the questions within each category and all supplemental questions.	25 points
Potential for project success. Applicant’s ability to carry out project based on: <ul style="list-style-type: none"> ▪ Readiness of Project ▪ Reasonable work-plan ▪ Coordination with public ▪ Project leadership and council/board endorsement ▪ Available funding to complete and maintain the project 	15 points
Matching funds. If matching funding are provided, applicant must identify non-federal matching funds. Match is not required for ATP funds. However, project applications that can show match for ATP will be the most competitive.	5 points
TOTAL POINTS	70 points

Tahoe Metropolitan Planning Organization 2018 Nevada Transportation Alternatives Set-Aside Program Guidelines (Cycle 2)

INTRODUCTION

The Tahoe Metropolitan Planning Organization's (TMPO's) 2018 Nevada Transportation Alternative (TAP) guidelines are consistent with and support Nevada Department of Transportation's (NDOT) TAP guidelines. TMPO's process, specifically its application, evaluation criteria, and evaluation committee do differ slightly from the NDOT's process. These processes are described herein, and outlined below. For more general information on the Linking Tahoe: Regional Grant Program, application materials, and submittal instructions, please see the Linking Tahoe Regional Grant Program Guidelines.

1. Applicants can jointly submit their applications as a request for TAP funds as well as Nevada's Surface Transportation Block Grant (STBG) funds if eligible for both types of funding. These guidelines are part of the Linking Tahoe Regional Grant Program, which currently includes both funding sources – TAP and STBG. Projects will only be funded through the TAP program if they are eligible under the NDOT's eligibility requirements.
2. The application is formatted to meet TMPO's Regional Grant Program needs, fine tuned to be applicable to TMPO's regional transportation plan's goals, and incorporate federal, state, and regional performance measures.
3. The application evaluation criteria reflect the goals and performance measures of the TMPO regional transportation plan, which also support the goals and mission of the NDOT's Transportation Alternative Program.
4. The Evaluation Committee includes TMPO staff, with oversight from the TMPO Executive Committee.
5. TMPO has elected to have no minimum project size for the NV TAP program.

BACKGROUND

The Transportation Alternatives Program (TAP) was established in 2012 and authorized under section 1122 of the federal "MAP 21" surface transportation authorization legislation. This program consolidated multiple programs from the 2005 Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)— including Transportation Enhancement (TE) activities and Safe Routes to School (SRTS). The MAP-21 legislation provided for a reserved portion of federal surface transportation funds to be apportioned to a State under section 104(b) of title 23 to carry out the TAP. The TAP program provides funding for programs and projects defined as transportation alternatives.

The 2015 Fixing America's Surface Transportation (FAST) Act replaced the Transportation Alternatives Program (TAP) with a set-aside of Surface Transportation Block Grant Program funding for transportation alternatives (TA). The set-aside provides funds for projects or activities described in section 101 (a) (29) or 213. These set-aside funds include all projects and activities that were previously eligible under TAP, encompassing a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity.

The MPO apportionment is made available to the State through the Federal Highway Administration and administered by the Nevada State Department of Transportation. Funds must be awarded and programmed based on a competitive process in accordance with the MPO guidelines.

PROGRAM GOALS

TMPO's goal of the TAP is to support the NDOT's TAP goals and the implementation of the 2017 Linking Tahoe: Regional Transportation Plan (RTP) by increasing active modes of transportation to provide mobility, social, and environmental improvements. The program targets creating safe, accessible, attractive communities through active transportation projects, including bike and pedestrian facilities, safe routes to schools, and environmental/vegetation management efforts.

PROGRAM SCHEDULE AND FUNDING

The funding is allocated by the state of Nevada through NDOT and must be awarded to projects located entirely within the Nevada portion of the Tahoe Region. Programming capacity for this cycle is estimated at \$362,000 for federal fiscal years 2019 thru 2021. A minimum of 5% local match is required on TAP funds; however, applicants that are able to demonstrate above the minimum will have an opportunity to score higher on the application.

ELIGIBILITY OVERVIEW

1. Projects must be listed in the 2017 RTP constrained project list.
2. Projects must meet the eligibility requirements in the FHWA Transportation Alternative guidance: https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm
3. Applicants must be able to comply with all federal and state laws, regulations, policies and processes required in the Nevada DOT Local Public Agency Manual: <https://www.nevadadot.com/home/showdocument?id=1541>
4. Project sponsor must also carry out and comply with all Federal, State and local laws, and acquire environmental approvals and any required permits from the appropriate Federal, State and local agencies.
5. Project sponsors must provide the applicable non-federal match.
6. All phases of work are eligible: Environmental, Preliminary Engineering, Right of Way, Construction.

ELIGIBLE PROJECTS AND ACTIVITIES

Funds are available for a variety of projects including but not limited to:

1. Bicycle and pedestrian facilities
2. Improvements to existing bikeways and walkways

3. Safe routes to school projects
4. Connectivity of bike paths
5. Education programs to increase active transportation
6. Establishment or expansion of bike share program
7. Installation of traffic control devices to improve safety of pedestrian and bicyclists

See the FHWA site for detailed information on eligible projects:

https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects

INITIAL PROJECT EVALUATION ELIGIBILITY SCREENING

TMPO staff will conduct an initial project screening to determine if a submitted project will proceed to the evaluation process. TMPO staff will use the following screening criterion:

1. The project must be listed in the constrained project list of the 2017 Regional Transportation Plan (RTP). Projects may be contained in a “grouped project” or broader category listing in the RTP. Please contact TMPO staff as necessary to confirm.
2. The project must be ready for programming in the Federal Transportation Improvement Program.
3. The project sponsor must demonstrate technical capacity and reliability for delivering similar projects (scale and complexity).
4. Projects requesting construction funding must have environmental, engineering and right-of-way completed by the time funds are requested.

PROJECT EVALUATION CRITERIA

Team evaluators will review and score applications using the following selection criteria and relative weighting (maximum of 70 points):

Work plan and Timeline. Project application should clearly illustrate the current stage of the project, the delivery work plan, and a detailed project timeline with key milestones demonstrating the capacity to deliver in timely manner.	15 points
Demonstrated Need. The applicant should clearly identify the purpose and need of the project and whether the project is located within a disadvantaged community. A disadvantaged community for the Tahoe Region is defined as an area that is below the statewide median household income or is within a 2-mile radius of a school with at least 40% of students eligible for free or reduced priced lunch.	10 points
Project Performance Assessment. The applicant will show how the project meets TMPO’s goals and performance measures. Please see the attached Transportation Assessment Metrics and complete the questions within each category and all supplemental questions.	25 points
Potential for project success. Applicant’s ability to carry out project based on: <ul style="list-style-type: none"> ▪ Readiness of Project ▪ Reasonable work-plan ▪ Coordination with public ▪ Project leadership and council/board endorsement ▪ Available funding to complete and maintain the project 	15 points
Matching funds. A minimum of 5% match is required. The applicant must clearly identify the applicable non-federal matching funds. Project applications that can show increased match will be the most competitive.	5 points
TOTAL POINTS	70 points

IMPLEMENTATION AND OVERSIGHT REQUIREMENTS

Beyond the implementation and oversight requirements set forth in the Linking Tahoe: Regional Grant Program Goals and Criteria, all TAP funded projects must also follow and be aware of the below requirements:

1. Applicants must work with NDOT to prepare the funding Request for Authorization process for obligation of the funds. Follow the processes in the NDOT Local Public Agency Manual: <https://www.nevadadot.com/doing-business/about-ndot/ndot-divisions/engineering/design/local-public-agency>
2. To ensure timely use of funds, TMPO shall retain the right to redirect program funding to other agencies and projects so as not to lose funding to the Tahoe Region. For ATP funded projects, TMPO will maintain a project contingency list. If an awarded project is not able to meet funding programming and allocation guidelines and milestones, funding may be moved to a project on the contingency list, with approval from the CTC.

Please see the official USDOT/FHWA TA Set-Aside Implementation Guidance for more information: https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm



Tahoe Metropolitan Planning Organization Congestion Mitigation and Air Quality Improvement Program Guidelines

INTRODUCTION

These guidelines are the specific policies and procedures for the Congestion Mitigation and Air Quality (CMAQ) program. The intent is to provide information and reference material to assist in the application process for the federal funding made available through the Tahoe Metropolitan Planning Organization (TMPO). These processes are described herein, and outlined below. For more general information on the Linking Tahoe: Regional Grant Program, application materials, and submittal instructions, please see the Linking Tahoe Regional Grant Program Goals and Criteria.

1. The application meets TMPO's Regional Grant Program needs and is applicable to TMPO's regional transportation plan's goals, and incorporates federal, state, and regional performance measures.
2. The application evaluation criteria reflect the goals and performances measures of the TMPO regional transportation plan.
3. The Evaluation Committee includes TMPO staff, with oversight from the TMPO Executive Committee.
4. The TMPO has elected to have no minimum project size for the CMAQ program.

BACKGROUND

The Congesting Mitigation and Air Quality Improvement Program (CMAQ) was created under the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, and was reauthorized under all Federal Transportation Acts since ISTEA, including the most recent Fixing America's Surface Transportation (FAST) Act. The 2015 FAST Act provides millions of CMAQ funds annually to California. The funds are distributed to Metropolitan Planning Organizations and Regional Transportation Planning Agencies in federally designated air quality nonattainment and maintenance areas within the state in accordance with the formula set forth in Section 182.7 of the Streets and Highways Code. The Program provides a flexible funding source to state and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. The funding is available to air quality nonattainment areas and maintenance areas that do not meet the National Ambient Air Quality Standards for ozone, carbon monoxide, and particulate matter (both PM10 and PM2.5). CMAQ funds must be invested in the El Dorado County portion of the Tahoe Region, including the City of South Lake Tahoe (CSLT). The funding

may be used for a transportation project or program that contributes to the attainment or maintenance of a national ambient air quality standard, with a high level of effectiveness in reducing air pollution.

PROGRAM GOALS

TMPO's goal of the CMAQ program is to support the implementation of the 2017 Linking Tahoe: Regional Transportation Plan (RTP) by refining modes of transportation to provide mobility, social, and environmental improvements. The program targets bicycle and pedestrian projects, engine retrofits, and congestion reduction and traffic flow improvements.

PROGRAM SCHEDULE AND FUNDING

CMAQ funding is apportioned to TMPO by the Federal Highway Administration (FHWA) in accordance with the Federal FAST Act. The funding is allocated by the state of California to the Region. Funding must be awarded to projects in the El Dorado County portion of the Tahoe Region, including the City of South Lake Tahoe. Programming capacity is determined based on the apportionment amount per year. Local match is required on all CMAQ funds; the minimum percentage required is 11.47% which is listed below. Applicants that are able to demonstrate a greater match than the minimum required will have an opportunity to score higher on the application. The funds will be programmed accordingly to award year and must be obligated prior to the end of the federal fiscal year.

- **Local Match Requirements:**

Project sponsors are required to provide local match for the CMAQ funding (23 U.S.C. 120). The non-federal match requirement is:

- 11.47% for California

ELIGIBILITY OVERVIEW

Eligible applicants include local government entities and transit operators within in the El Dorado portion of the Tahoe region including the City of South Lake Tahoe.

1. Projects must be listed in the 2017 RTP constrained project list.
2. Projects must meet eligibility requirements included in 23 U.S.C.133 related to project location, eligibility, and planning. https://www.fhwa.dot.gov/environment/air_quality/cmaq/
3. Project sponsors must provide the applicable non-federal match.
4. Project sponsors must provide a cost-effectiveness emissions reduction analysis on project. http://www.dot.ca.gov/hq/transprog/federal/cmaq/CMAQ_Web_Page.html (Tools and Resources)
5. Applicants must be able to comply with all federal and state laws, regulations, policies and procedures required to enter into a Master Agreement and follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm> Additional time should be included in project time line if there is not an existing Master agreement in place to illustrate funds will be obligated and expended in the appropriate fiscal year.
6. All phases of work are eligible: Environmental, Preliminary Engineering, Right of Way, Construction.

ELIGIBLE PROJECTS AND ACTIVITIES

Funds are available for a variety of projects including but not limited to:

1. Diesel Engine Retrofits and Other Advance Truck Technologies
2. Congestion Reduction and Traffic Flow Improvements
3. Transportation Control Measures (TMC)
4. Transit Improvements
5. Bicycle and Pedestrian Facilities and Programs
6. Travel Demand Management
7. Public Education and Outreach Activities
8. Transportation Management Associations
9. Carpooling and Vanpooling
10. Car sharing
11. Extreme Low-Temperature Cold Start Programs
12. Inspection/Maintenance (I&M) Programs

For additional information regarding project eligibility please refer to the FHWA guidance:

https://www.fhwa.dot.gov/environment/air_quality/cmaq/

INITIAL PROJECT EVALUATION ELIGIBILITY SCREENING

TMPO staff will conduct an initial project screening to determine if a submitted project will proceed to the evaluation process. TMPO staff will use the following screening criterion:

1. The project must be listed in the constrained project list of the 2017 Regional Transportation Plan (RTP). Projects may be contained in a “grouped project” or broader category listing in the RTP. Please contact TMPO staff as necessary to confirm.
2. The project must generate an emissions reduction, and it must be located in or benefit a nonattainment or maintenance area.
3. The project must be ready for programming in the Federal Transportation Improvement Program.
4. The project sponsor must demonstrate technical capacity and reliability for delivering similar projects (scale and complexity).
5. Projects requesting construction funding must have environmental, engineering and right-of-way completed by the time funds are requested.

PROJECT EVALUATION CRITERIA

Team evaluators will review and score applications using the following selection criteria and relative weighting (maximum of 70 points):

Work plan and Timeline. Project application should clearly illustrate the current stage of the project, the delivery work plan, and a detailed project timeline with key milestones demonstrating the capacity to deliver in timely manner.	15 points
Demonstrated Need. The applicant should clearly identify the purpose and need of the project.	10 points
Project Performance Assessment. The applicant will show how the project meets TMPO's goals and performance measures. Please see the attached Transportation Assessment Metrics and complete the questions within each category and all supplemental questions.	25 points
Potential for project success. Applicant's ability to carry out project based on: <ul style="list-style-type: none">▪ Readiness of Project▪ Reasonable work-plan▪ Coordination with public▪ Project leadership and council/board endorsement▪ Available funding to complete and maintain the project	15 points
Matching funds. The applicant must clearly identify the applicable non-federal matching funds. Project applications that can show increased match for CMAQ will be the most competitive.	5 points
TOTAL POINTS	70 points

IMPLEMENTATION AND OVERSIGHT REQUIREMENTS

Beyond the implementation and oversight requirements set forth in the Linking Tahoe: Regional Grant Program Goals and Criteria, all CMAQ funded projects must also follow and be aware of the below requirements:

1. Applicants must work with Caltrans District Local Assistance to prepare the Request for Authorization (E76) process for obligation of the funds. Follow the processes in the Caltrans Local Assistance Procedures Manual: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>
2. Applicants must follow the Caltrans CMAQ Guidance: http://www.dot.ca.gov/hq/transprog/federal/cmaq/CMAQ_Web_Page.html
3. To ensure timely use of funds, TMPO shall retain the right to redirect program funding to other agencies and projects so as not to lose funding to the Tahoe Region. For CMAQ funded projects, TMPO will maintain a project contingency list. If an awarded project is not able to meet funding programming and authorization guidelines and milestones, funding may be moved to a project on the contingency list.