



Transportation Alternatives Program Applicant Workshop

July 2014

Transportation Alternatives Program (TAP)

2014 Applicant Workshop Overview

- TAP Basics
- Program Eligibility
- Application and Scoring
- Project Selection and Timetable



Transportation Alternatives Program

Created in MAP-21 Transportation Bill passed July 2012. The new program includes:

- **Most of the eligible activities from the Transportation Enhancement (TE) Program**
- **Safe Routes to School Program (SRTS) activities**
- **Recreational Trails Program activities**

and a new one:

- **Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways**

Transportation Alternatives Program

TAP legislation:

- Establishes mandatory funding distribution based on population areas
- Requires that project selections be made by MPOs for urban population areas
- Retains 80% federal / 20% local match funding arrangement
- Outlines eligible sponsors
- Eliminates the “Common Rule”
- Redefines eligible activities

TAP Population Areas

Population areas 0 – 5,000

Population areas 5,000 – 200,000

Population areas over 200,000:

Four Transportation Management Areas (TMAs)

- Northern Virginia
- Richmond
- Hampton Roads
- Roanoke

The four TMAs include six Metropolitan Planning Organizations (MPOs)

- Metropolitan Washington Council of Governments (COG)
- Fredericksburg (North Stafford County)
- Richmond
- Tri-Cities
- Hampton Roads
- Roanoke



TAP Sub-allocation of Funds

Example

FY15 – approx. \$20.3M

Rec Trails – approx \$1.5M – **off the top to DCR**

50/50 distribution – approx \$18.8M

\$9.4M

\$9.4M

- Allocated based on population
- **\$5.7M** to 4 Transportation Management Areas (TMAs)
- **\$3.7M** – to other areas of the state based on population
- Allocated to any area of the state
- These are funds CTB Policy will govern distribution of
- State DOT can transfer these funds to other Highway Programs

TAP Local Match Requirement

Program under MAP-21 remains an 80 / 20 reimbursement program with a maximum 80% eligible for federal reimbursement

- Requires a minimum 20% local match
- Local match can be provided as cash or in-kind

Requirements for In-Kind Match:

- To be eligible, the expenses must be otherwise eligible for the program
- With the exception of donated real property (buildings or land) in-kind value cannot be credited as match prior to a fully executed project agreement , the project's obligation of funds and authorization by FHWA
- In-Kind services that contribute to engineering activities can be credited after project agreement, obligation and authorization
- In-Kind services that are construction activities can be credited after project agreement, obligation, authorization and NEPA (environmental document) approval

In-Kind Match Requirements

Eligible Examples

- Design Services
- Attorney Services
- Appraisal Services
- Donated Property
- Donated Building
- Donated Materials
- Construction Services

Ineligible Examples

- Cost of Volunteer Events
- Application Preparation
- Training Courses
- Costs for Activities not Eligible for the Program



TAP Eligible Sponsors

- Local governments
- Regional transportation authorities
- Transit agencies
- Natural resource or public land agencies
- School districts, local education agencies, or schools
- Tribal governments
- Other local or regional governmental entity with responsibility for oversight of transportation or recreational trails

NO LONGER ELIGIBLE – State DOTs, MPOs or Non-Profits

Treatment of Projects

MAP-21 states that projects funded with TAP funds will be treated as projects on a Federal-aid highway under Title 23 CFR provisions regardless of whether the projects are located within the right of way of a Federal-aid highway.

These provisions include:

- **Federal Obligation and Authorization prior to incurring costs**
- **National Environmental Protection Act (NEPA)**
- **Uniform Act (RW acquisition)**
- **Civil Rights requirements**
- **Americans with Disabilities Act (ADA)**
- **Davis-Bacon wage rates**
- **Buy America (steel)**
- **Competitive bidding and other procurement requirements**

Eligible TAP Activities

Any activity related to surface transportation that:

- Qualifies in one or more of the 10 Transportation Alternatives activities
- Qualifies as a Safe Routes to School Program activity
- Qualifies as a Recreational Trails Program activity

Or

- Qualifies under the “construction of boulevards in former interstate system routes” activity



Transportation Alternatives activities:

#1 Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.

Eligible Projects include:

- **Capital Trail, Richmond / Hampton Roads**
- **Rural Retreat Sidewalks**
- **Elizabeth River Trail, Norfolk**
- **Metro Bicycle Parking, Arlington**
- **UVA Bike Share System**



Activity 1: Construction, planning and design of on-road and off-road trail facilities for pedestrians, bicyclists and other non-motorized forms of transportation

Eligible

- New or reconstructed sidewalks and curb ramps
- Bicycle infrastructure including bike lanes, bike racks and shelters
- Off Road trails
- Pedestrian and bicycle bridges and underpasses

Not Eligible

- Sidewalk repair, drainage improvements or other maintenance activities
- Circular trails / sidewalks
- Facilities located wholly on one site or property that do not provide a connection to existing trails or sidewalks outside the site or property
- Trails for equestrian use only
- Recreational facilities
- Any non-ADA compliant trail / sidewalk facility
- Way-finding signage / program as a stand-alone project
- Preliminary work including feasibility / location studies and master plans

Eligible TAP Activities

Transportation Alternatives activities

#2 Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers to access daily needs.

Eligible Projects include:

- Farmville Streetscapes
- Rosslyn – Ballston Corridor Improvements, Arlington
- ADA Bus Access Improvements, Roanoke
- Loudoun SRTS Improvements



Activity 2: Construction, planning and design of infrastructure-related projects and systems that will provide safe routes for non-drivers

Eligible

- Crosswalks and pedestrian refuge areas
- Pedestrian and bicycle signals
- Pedestrian lighting
- Safe connections to public transportation

Not Eligible

- Bicycle and pedestrian safety / educational programs (see SRTS eligibilities for K-8)
- Lighting fixtures intended for aesthetic purposes only (instances where adequate lighting already exists)
- Roadway lighting

Eligible TAP Activities

Transportation Alternatives activities

#3 Conversion and use of abandoned railroad corridors for trails

Eligible Projects include:

- High Bridge Trail
- Virginia Blue Ridge Railway Trail
- Sections of the Tobacco Heritage Trail
- Huckleberry Trail
- Hanging Rock Trail
- Jackson River Scenic Trail



Activity 3: Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists or other non-motorized transportation users

Eligible

- Rails-to-Trails facilities

Not Eligible

- Projects solely to preserve abandoned railroad right of way
- Trail facilities for motorized vehicles (ATVs, dirt bikes, snowmobiles, etc)
- Maintenance and/or upkeep of trails (including the purchase of equipment)



Eligible TAP Activities

Transportation Alternatives activities

#4 Construction of turn-outs, overlooks, and viewing areas to promote the scenic and historic character of local roads.

Eligible Projects include:

- **Copper Creek Overlook**
- **Falling Springs Overlook**
- **Ogg Farm Pull Off, Trevilian Station Battlefield**



Activity 4: Construction of turnouts, overlooks and viewing areas

Eligible

- Turnouts, overlooks and viewing areas that interpret a scenic or historic site

Not Eligible

- Interpretation and other amenities installed without construction of a turnout, overlook or viewing area
- Safety rest areas
- Visitor / welcome centers
- Farmers markets, entertainment pavilions, etc.
- Staffing, operating or maintenance costs of the pull off
- Marketing and promotional activities



Eligible TAP Activities

Transportation Alternatives activities

#6 Historic preservation and rehabilitation of historic transportation facilities.

Eligible Projects include:

- **Farmville Train Station**
- **Chilhowie Bridge, Town of Marion**
- **Cape Henry Lighthouse, Virginia Beach**
- **Blue Ridge / Afton Mtn. Tunnel, Nelson Co.**



Activity 6: Historic preservation and rehabilitation of historic transportation facilities

Eligible

- Rehabilitation and /or restoration of historic transportation facilities including: train depots, rail trestles, bridges, lighthouses, bus terminals, tunnels, canals, locks and tow paths
- Properties previously owned and operated by the railroad (example - railway offices and station master's house)
- Historic toll facilities

Not Eligible

- Historic buildings that are not part of the historic transportation infrastructure (for example: inns and taverns, gas stations and carriage houses)
- Operation of historic transportation facilities
- Spaces not open / accessible to the public
- Spaces used in for-profit enterprises
- Constructing a replica of an historic transportation facility
- Construction of new rail / passenger stations
- Transportation infrastructure not related to surface transportation (i.e. air and space travel)

Eligible TAP Activities

Transportation Alternatives activities

#7 Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control



Activity 7: Vegetation management practices in transportation rights of way

Eligible

- Vegetation to improve transportation safety (could include removal of vegetation to improve sight distance)
- Removal / management of invasive species
- Planting of grasses or wildflowers to manage / prevent erosion along transportation corridors

Not Eligible

- Landscaping as scenic beautification / stand-alone landscaping project
- Landscaping off transportation rights of way
- Gateway signage



Eligible TAP Activities

Transportation Alternatives activities:

#5 Inventory, control, or removal of outdoor advertising.

#8 Archaeological activities relating to impacts from implementation of a transportation project eligible under this title.





Eligible TAP Activities

Transportation Alternatives activities:

#9 Environmental mitigation activity, including prevention and abatement activities to address storm water mgmt., control, and water pollution related to highway runoff.

#10 Wildlife mortality mitigation to reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.



Safe Routes to School

SRTS continues to be a VDOT initiative through the Transportation and Mobility Planning Division

- **Non-Infrastructure grants**
- **Mini-grants (Quickstart and Walkabout)**
- **Technical Assistance**
- **Outreach**
- **Online Resources**



Safe Routes to School

Requirements

- **Must be within 2 miles of a K-8 school**
- **Under MAP-21, SRTS is now an 80 / 20 federal program; it is no longer funded at 100% federal participation**
- **No School Travel Plan required**

Safe Routes to School

Infrastructure

- **Infrastructure improvements are now part of TAP**
- **Eligible activities include:**
 - Sidewalk improvements
 - Traffic calming and speed reduction improvements
 - Pedestrian and bicycle crossing improvements
 - On-street bicycle facilities
 - Off-street bicycle and pedestrian facilities
 - Shared-use paths/trails
 - Secure bicycle parking facilities
 - Traffic Diversion improvements
 - Other projects that improve ped/bike safety and access
- **Ineligible activities include:**
 - Bus stop improvements
 - Improvements to traffic flow/kiss and ride for motorized vehicles
 - Others not related to walking or biking

Safe Routes to School

Application Attachment B:

- **Principal letter of support**
- **Title-I status**
- **Travel modes**
- **Travel distance**
- **Parent survey**
- **Barriers to walking**
- **Efforts to promote walking/biking to school**

Safe Routes to School

Benefits of applying as an SRTS Project:

- Additional points
- Projects that may otherwise be ineligible (e.g. sidewalk repair)
- SRTS “Branding”
- Technical Assistance
- Opportunity for additional justification of need
- Allows for tracking / data collection by SRTS program

TAP and SRTS Application Process *

Application Prerequisites:

- **Public Information Meeting**
- **Resolution from Sponsor**
- **MPO Endorsement (if applicable)**

* **Activities qualifying as a Recreational Trails project should apply directly to the Department of Conservation and Recreation (DCR)**

Application



PROJECT APPLICATION FORM FISCAL YEAR 2016

****APPLICATION DEADLINE NOVEMBER 1, 2014****

Use TAB KEY to reach each field

<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> + 1. Project Sponsor </div> <div style="margin-top: 5px;"> <p>Name and Title: <input type="text"/></p> <p>Organization: <input type="text"/></p> <p>Address: <input type="text"/></p> <p>City, State, Zip+4: <input type="text"/> , <input type="text"/> - <input type="text"/></p> <p>Telephone/Fax: (<input type="text"/>) <input type="text"/> - <input type="text"/> / (<input type="text"/>) <input type="text"/> - <input type="text"/></p> <p>E-mail Address: <input type="text"/></p> </div> </div>	
<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> 2. Project Manager </div> <div style="margin-top: 5px;"> <p>Name and Title: <input type="text"/></p> <p>Organization: <input type="text"/></p> <p>Address: <input type="text"/></p> <p>City, State, Zip+4: <input type="text"/> , <input type="text"/> - <input type="text"/></p> <p>Telephone/Fax: (<input type="text"/>) <input type="text"/> - <input type="text"/> / (<input type="text"/>) <input type="text"/> - <input type="text"/></p> <p>E-mail Address: <input type="text"/></p> </div> </div>	
<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> 3. Sponsor DUNS Number <input type="text"/> </div> </div>	<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> 4. Project UPC Number <input type="text"/> </div> <p style="font-size: small;">(Existing Projects Only)</p> </div>
<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> 5. Project Title <input type="text"/> </div> <p style="font-size: small; margin-top: 5px;">5a. Provide a description of the project and a clearly defined scope of the improvements to be made utilizing Transportation Alternatives funds.</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> </div>	
<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> 6. Identify beginning and ending termini and provide a location map with the project area clearly marked. </div> <div style="margin-top: 5px;"> <p>Start Location: <input type="text"/></p> <p style="text-align: right;">End Location: <input type="text"/></p> </div> </div>	



Project Budget

Task by Project Development Phase	Project Costs
PRELIMINARY ENGINEERING PHASE	
Engineering/Design Fees	
Environmental Document	
Surveying	
Estimated VDOT review charges (we recommend budgeting for 3-5% of total project cost)	
Grant Administrative Costs	
<i>Add rows as needed</i>	
PE Phase TOTAL COSTS	
RIGHT OF WAY PHASE	
Right of Way Purchase	
Utility Relocation	
<i>Add rows as needed</i>	
RW Phase TOTAL COSTS	
CONSTRUCTION PHASE	
<i>*Include construction line items from engineer's estimate, add rows as needed</i>	
Construction Management	
Inspection Fees	
Materials Testing	
Contingency	
Construction VDOT oversight charges	
CN Phase TOTAL COSTS	
TOTAL COSTS (PE, RW & CN)	

Application – Scoring Criteria

ALL Projects will be evaluated on:

- Project Concept
- Funding / Resources
- Effect on the Transportation Network
- Sponsor's Experience Administering Federal-aid Projects
- Project's Readiness to Proceed

EXISTING projects will also be evaluated on:

- Status of Project Development

Application Attachments

- **Required Attachments:**
 - Budget including match and other funding information
 - Public Meeting advertisement
 - Project Sponsor resolution
 - Support documents including maps, pictures, etc.
- **Additional Attachments (if applicable):**
 - MPO endorsement / resolution
 - TMA supplemental
 - SRTS supplemental
 - Existing Project Status supplemental

Application No: _____ Project Title: _____

STEP 1: INITIAL SCREENING	
Application Requirements	Confirmed
Project is eligible for Transportation Alternatives funding	<input type="checkbox"/>
Project Sponsor is eligible to apply for Transportation Alternatives funding	<input type="checkbox"/>
Project has acceptable beginning and ending termini (has independent utility)	<input type="checkbox"/>
Acceptable project budget provided	<input type="checkbox"/>
Acceptable in-kind match documentation provided (if applicable)	<input type="checkbox"/>
Sponsor resolution provided including 20% match commitment	<input type="checkbox"/>
Public hearing /information meeting held or documentation provided	<input type="checkbox"/>
MPO resolution attached (if applicable)	<input type="checkbox"/>
STEP 2: PROJECT RATING	
Project Funding	Point allocation
Accurate / All-inclusive Budget	
Match commitment will be met in cash; no in-kind	
Evidence of cash available to move project forward	
Local participation will exceed 20% local requirement including other funding	
Request fully funds project or evidence provided indicating project can realistically be funded within 2 funding cycles	
Project Funding Score:	
Project Concept	Point allocation
Project scope well defined with termini clearly identified	
ADA compliance present in design / proposal	
Locality has performed on-site evaluation and identified any potential obstacles	

Project Selections

Statewide Funds (50%)

- Will be divided amongst District CTB members for project selections – maximum \$1M per member
- The Secretary of Transportation and the CTB At-Large members will select projects with any remaining statewide funds (any funds over \$9M)

Population Based Funds (50%)

- MPOs will make selections in the 4 TMAs
- CTB At-Large members will select projects based on other population areas funding

CTB Selection Policy

Updated CTB policy resolution approved July 2013 including:

- Applications for new projects will be considered
- 4 years to have project under construction
- Must fund at least 50% of the federal amount requested
- If CTB member wants to select a project requesting \$200,000 or less, they must fund 100% of that amount if it will complete the project

Proposed FY16 Schedule

- **July / August 2014 - Applicant Workshops**
- **November 1, 2014 - Application Deadline**
- **February 2015 – Applications and scores presented to the TMAs and CTB**
- **April 2015 – Tentative Selections**
- **April / May 2015 – Department SYIP Public Hearings**
- **June 2015 – Final CTB approval**

MAP-21 legislation will need re-authorization in order to move forward with funding FY16 selections



Points to Remember

- This is a federally funded reimbursement program
- These are federal transportation funds
- These are locally administered projects
- Non-profits can no longer sponsor or be direct recipients of funding
- In-kind match requirement changes
- Smaller project scope with ability to get to construction within 4 years
- No more carry-over or “banking” funds for future phases
- SRTS – now 80 / 20 reimbursement and no program funding set-aside

TAP Resources

Local Assistance Division website:

<http://www.virginiadot.org/business/local-assistance.asp>

Virginia's Transportation Alternatives Program website:

<http://www.virginiadot.org/business/prenhancegrants.asp>

Virginia's TAP contact address:

EnhancementProgram@VDOT.Virginia.gov

National Transportation Alternatives Program Clearinghouse website:

<http://www.ta-clearinghouse.info/index>

Safe Routes to Schools website:

http://www.virginiadot.org/programs/tded_Rt2_school_pro.asp

Program Contacts

Transportation Alternatives:

**Pam Liston, Transportation Alternatives Program Manager at
Pamela.Liston@VDOT.Virginia.gov or (804) 786-2734**

**Winky Chenault, Federal Programs Manager at
H.Chenault@VDOT.Virginia.gov or (804) 786-2264**

Safe Routes to School:

**Rob Williams, Safe Routes to School Coordinator at
RobertJ.Williams@VDOT.Virginia.gov or (804) 371-4868**