



## **VENTURA COUNTY TRANSPORTATION COMMISSION**

**Congestion Mitigation and Air Quality Program  
(CMAQ)/Transportation Development Act (TDA) Article  
3 Bicycle & Pedestrian/SB 1 State of Good Repair (SGR)**

**CALL FOR PROJECTS  
Application Packet**

**JULY 2022**

**Grant Application Deadline: September 23, 2022**

**Ventura County Transportation Commission  
751 E. Daily Drive  
Camarillo, California 93010  
(805) 641-1591**

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**Introduction:**

The Ventura County Transportation Commission (VCTC) is pleased to issue a combined Call for Projects for Congestion Mitigation and Air Quality (CMAQ) funds, Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian funds, and SB 1 State of Good Repair (SGR) Funds. Agencies are invited to submit applications for projects which mitigate congestion and reduce vehicle emissions (CMAQ), and/or foster an increase in transit ridership, bicycling, or walking (Article 3), and/or capital projects that maintain transit assets in a state of good repair (SGR). A list of eligible projects is provided in the Project Selection Guidelines below.

This call for projects is a competitive process. The deadline for applications is September 23, 2022. VCTC as the program administrator issues the call for projects and ranks the projects based upon the evaluation criteria adopted by the Commission. The projects are reviewed by the Transit Operators Committee (TRANSCOM) and the Transportation Technical Advisory Committee (TTAC). The Committee recommendations are then forwarded to the VCTC Board for final action/approval.

Call for Projects Proposed Schedule	
TRANSCOM Approval of Call Process	June 8, 2022
TTAC Approval of Call Process	June 15, 2022
VCTC Approval of Call Process	July 8, 2022
Notification of Funding Availability	July 11, 2022
<b>Applications Due to VCTC</b>	<b>September 23, 2022</b>
TRANSCOM Approval of Transit List	November 9, 2022
TTAC Approval of Non-Transit List	November 16, 2022
VCTC Approval of Projects	December 2, 2022
Approval of Amendment to FTIP	March 1, 2023

**Available Funds:**

The total amount of revenue estimated to be available for this call for projects is \$46.37 million. Total estimated funds available through this call for projects are summarized as follows:

- **CMAQ** for Non-Transit Projects: \$24.3 million  
 50% of Amount Authorized over  
 Five Years of IIJA (FY 22/23 – 26/27)
  
- **CMAQ** for Transit Projects: \$13.5 million  
 50% of Amount Authorized over Five Years  
 of IIJA Minus \$10.8 Million Programmed in March 2022
  
- **TDA Article 3 Bicycle & Pedestrian** FY 21/22 - 23/24: \$2.57 million  
 Minus 25% for Bike Path Maintenance

• <b>SB 1 State of Good Repair</b> FY 23/24 – 26/27:	\$6.0 million
<b>TOTAL</b>	<b>\$46.37 million</b>

**Eligible Applicants:**

TDA Article 3 Eligible Applicants: Eligible applicants include the County of Ventura, the cities within Ventura County, and joint powers agencies comprised of cities and counties that operate in Ventura County.

CMAQ Eligible Applicants: Eligible applicants include a city, the County, or a transit operator or other public transportation agency, or (except for transit projects and TDA-funded projects) a non-profit organization capable of funding and delivering the project or is a private/public partnership (possibly with some private funding) subject to approval of FHWA and FTA. To receive funds, a successful applicant must have a “master agreement” with Caltrans or have an agreement with such an eligible agency to sponsor the project.

SGR Eligible Applicants: Transit operators listed on the State of Controller’s Office’s State of Good Repair Allocation Estimate letter (for purposes of these guidelines, these transit operators are also eligible recipient agencies). In addition, pursuant to Public Utilities Code Section 99313, any entity defined as eligible to receive State Transit Assistance Program funds pursuant to Public Utilities Code Section 99313 is eligible to participate in the regional process, as determined by the applicable regional entity, and may therefore also be an eligible recipient agency of Public Utilities Code Section 99313 funding.

**CMAQ / TDA ARTICLE 3 BICYCLE & PEDESTRIAN / SB 1 STATE OF GOOD REPAIR PROJECT SELECTION GUIDELINES FOR VENTURA COUNTY**

**Congestion Mitigation and Air Quality (CMAQ) funds are used for projects which mitigate congestion and reduce vehicle emissions such as:**

- Clean Fuel Bus Fleets and Support Equipment
- Improved Public Transit/Ridesharing
- Bicycle/Pedestrian Improvements
- Clean Fuel Fleet Subsidy Programs
- Other Projects that meet the screening criteria

**PROJECTS ELIGIBLE FOR CMAQ FUNDING**

Congestion Management and Air Quality (CMAQ) program funds can be used to fund projects expected to result in tangible reductions in CO and ozone precursor emissions, and under certain conditions PM-10 pollution.

Eligible activities include:

**Transportation Control Measures:** TCMs are likely to be eligible, however the air quality benefits must be determined and documented before a project can be considered eligible. Two TCMs specifically

excluded by legislation from CMAQ eligibility are reduction of emissions from extreme cold-start conditions and programs to encourage removal of pre-1980 vehicles. Committed TCMs as defined in the Air Quality plan become a regional commitment for priority implementation.

## **TRANSPORTATION CONTROL MEASURES (TCM) PROJECT CATEGORIES**

### **A. High-Occupancy Vehicle Measures**

- New HOV Lanes or ramps (3 or more)
- HOV Bypasses, Connectors, and New Interchanges with Ramp Meters
- High Occupancy Toll (HOT) Lanes and Pricing Alternatives

### **B. Transit and System Management Measures**

#### **Transit**

- Rail Track – New or Expanded Lines
- New Rolling Stock Acquisition – Rail Cars and/or Locomotives
- Bus Rapid Transit and Dedicated Bus Lanes – Express Busways
- Buses – Fleet Expansion
- Shuttles and Paratransit Vehicles – Fleet Expansion

#### **Intermodal Transfer Facilities**

- Rail Stations – New or Expansion
- Park & Ride Lots – New or Expansion
- Bus Stations & Transfer Facilities – New or Expansion

#### **Non-Motorized Transportation Mode Facilities**

- Bicycle & Pedestrian Facilities – New or Expansion (non-recreational)
- Bicycle Facilities – New or Expansion (non-recreational)
- Pedestrian Facilities – New or Expansion (non-recreational)

*Note: Committed TCMs are 1 mile or greater for bicycle or ¼ mile or greater for pedestrian, or bicycle parking for 10 or more slots/lockers.*

### **C. Information-Based Transportation Strategies**

- Marketing for Rideshare Services and Transit/TDM/Intermodal Services
- Intelligent Transportation Systems/Control System Computerization
  - Traffic Signal Synchronization (3 or more signals)
  - Real-Time Transit or Rail Notification System
  - Traffic Management/Operations Centers
  - Changeable Message Signs (5 or more)
  - Closed Circuit Televisions
  - Ramp Metering Systems
  - Systemwide Signal Preemption
  - Traveler/Motorist Information Systems; Highway Advisory Radios
  - Vehicle Detection & Automatic Vehicle Classification Systems
- Telecommuting Programs/Satellite Work Centers

**Transportation Activities in an Approved State Implementation Plan:** Transportation activities in approved SIPs are likely to be eligible activities. The activity must contribute to the specific emission reductions necessary to bring an area into attainment.

**Transit Projects:** In general, CMAQ eligibility is determined based on whether the project represents an expansion or enhancement of transit service. Eligible capital projects include new stations, transit centers, and preferential bus/HOV treatment on existing roads: new park-and-ride facilities adjacent to transit stops; and major new fixed-guide way and bus/HOV facilities and extensions; new alternative-fueled transit buses, vans, locomotives, and rail cars; and operating subsidies for 3-year demonstrations of new service.

**Alternative Fuels:** Conversion or replacement of centrally fueled fleets to alternative fuels is eligible provided that the fleet is publicly owned or leased, and the fleet conversion is in response to a specific requirement in the Clean Air Act or is specifically identified in the State Implementation Plan.

**Bicycle and Pedestrian Program:** Included eligible projects are construction of bicycle and pedestrian facilities, non-construction projects related to safe bicycle use, and establishment and funding of State bicycle/pedestrian coordinator positions.

**Management Systems:** Projects required to develop, establish the management systems for traffic congestion, public transportation facilities and equipment, and intermodal transportation facilities and systems, as well as implementation of projects contained in them, are eligible where it can be demonstrated they are likely to contribute to attainment of air quality standards.

**Traffic Management/Congestion Relief Strategies:** Traffic management and congestion relief strategies for both highways and transit are eligible if they can be shown to improve air quality. Projects to modernize traffic signals to improve traffic flow and intelligent transportation systems are included under this category. Addition of mixed-flow travel lanes is ineligible.

**Telecommuting:** Planning, technical and feasibility studies, training, coordination, and promotion for telecommuting are eligible activities under CMAQ. Physical establishment of telecommuting centers, computer and office equipment purchases, and related activities are not eligible.

**Travel Demand Management:** Eligible activities include market research and planning in support of TDM implementation; capital expenses required to implement TDM measures; operating assistance to administer and manage TDM programs; and marketing and public education efforts to support and bolster TDM measures.

**Intermodal Freight:** CMAQ funds may be used for improved intermodal freight facilities where air quality benefits can be shown.

**Public/Private Initiatives:** The CMAQ program may be used to fund projects or programs that are owned, operated or under the primary control of the public sector, including public/private joint ventures. Under TEA-21, non-profit organizations are eligible as direct recipients of CMAQ funds.

**Outreach Activities:** Outreach activities, such as public education on transportation and air quality, advertising of transportation alternatives to SOV travel, and technical assistance to employers or other outreach activities for an Employee Commute Option program may be funded under the CMAQ program for an indefinite period. Transit “stores” selling fare media and dispensing route and schedule information which occupy leased space are also eligible and are not subject to the 3-year limit.

**Fare/Fee Subsidy Program:** CMAQ funds may be used for partial user fare or fee subsidies to encourage greater use of alternative travel modes (e.g., carpool, vanpool, transit, bicycling and walking), as part of a comprehensive, targeted program to reduce SOV use. The subsidized fare/fee must be limited to any one entity or location for a period not to exceed 2 years.

**Other Projects and Programs:** Other transportation projects and programs, even if they are not included under one of the categories above may also be funded under CMAQ. Innovative activities based on promising technologies and feasible approaches to improve air quality will also be considered for funding. Documentation of air quality benefits must be provided.

**Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian funds available in this call for projects can be used for capital projects that improve bicycle and pedestrian facilities, for bicycle safety educational programs, and for bicycle/pedestrian planning. VCTC also provides funds to local jurisdictions through a separate formula for bicycle path maintenance.**

#### **PROJECTS ELIGIBLE FOR TDA ARTICLE 3 BICYCLE & PEDESTRIAN FUNDING**

TDA Article 3 funds are provided for the exclusive use of pedestrians and bicyclists. TDA Section 99234 provides a description of eligible uses. Generally, Article 3 bicycle and pedestrian claims provide funding for facilities provided for the use of bicyclists & pedestrians and may include projects that serve the needs of commuting bicyclists, including, but not limited to new trails or pathways serving major transportation corridors, secure bicycle parking at employment centers, park-and-ride lots, and transit terminals where other funds are unavailable. For this call for projects, eligible projects include (TDA Section 99234):

- Construction and/or engineering of a bicycle or pedestrian capital project,
- Bicycle safety education program(s), provided the program does not fully fund the salary of any one person,
- Development of a comprehensive bicycle or pedestrian facilities plan.

Examples include, but are not limited to, the following:

- New or update of a bicycle and pedestrian plan,
- preliminary engineering leading to construction of pedestrian or bicycle facilities,

- Right-of-way acquisition necessary for pedestrian or bicycle facilities,
- Construction or reconstruction of Class I, II, III, and IV bicycle facilities and/or cycle tracks and sidewalks,
- Provision of curbs, gutters, and driveway ramp paving on a sidewalk project,
- Purchase and installation of bicycle lockers and/or racks at major employment centers, park-and-ride lots and transit terminals, and more.

**SB 1 State of Good Repair (SGR) funds can be used for capital projects that maintain the public transit system in a state of good repair.**

#### **PROJECTS ELIGIBLE FOR SB 1 STATE OF GOOD REPAIR FUNDING**

State of Good Repair funds are made available for capital projects that maintain the public transit system in a state of good repair. PUC Section 99212.1 (c) lists the projects eligible for State of Good Repair funding, which are:

- Transit capital projects or services to maintain or repair a transit operator’s existing transit vehicle fleet or transit facilities, including the rehabilitation and/or modernization of the existing vehicles or facilities.
- The design, acquisition, and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Examples include, but are not limited to, the following:

- Replacement or rehabilitation of:
  - Rolling stock
  - Passenger stations and terminals
  - Security equipment and systems
  - Maintenance facilities and equipment
  - Ferry vessels
  - Rail
- Transit Preventative Maintenance
  - Preventative maintenance is only to maintain existing infrastructure and vehicles in a state of good repair, essentially repair and rehabilitation. Normal maintenance such as oil changes and other regularly scheduled vehicle maintenance are to be covered under the transit agency’s normal operating costs and are not eligible for State of Good Repair funding.
  - Public and Staff Safety
- New transit facilities or equipment needed to maintain existing transit service(s)

To the extent possible and cost effective, and where feasible, the State of Good Repair Program encourages eligible recipients to promote “fix-it-first” transit capital projects that reduce greenhouse gases and help achieve the state’s environmental goals. Examples of such projects may include



replacement of vehicles with partial and/or zero emission vehicles, green technology equipment enhancements, or transit facility upgrades to improve energy efficiency.

Caltrans may approve other appropriate replacement and rehabilitation projects not listed here. Projects that solely expand capacity or service are not eligible projects. However, the expansion of capacity within a replacement project to address current or projected short-term service needs, e.g., replacing a maintenance facility with a larger facility or replacing a bus with a larger bus, are eligible.

The State of Good Repair Program is a transit capital program. Transit operations, transit agency administration, and program management are not eligible. Also, pre-planning, planning and environmental phases are not eligible as a stand-alone project, however, expenditures on these project construction development phases are allowable when included as part of a capital project. Project development costs are not to exceed 20% of the total estimated project cost.

Eligible recipients must have the financial means to maintain and operate project services and the ability to accept their legal liabilities and fulfill financial obligations for the project's useful life.

### **Screening and Scoring Criteria:**

Applications will be evaluated according to screening and selection criteria. **Screening Criteria** will be used to determine if a proposed project is an eligible candidate. Projects which do not satisfy all the screening criteria will not be evaluated any further.

Second, **Scoring Criteria** will be used to evaluate the relative merits of each project to determine what its score/priority ranking should be. Based on the Comprehensive Transportation Plan, half of the CMAQ funds will go toward transit projects and half will go to non-transit projects. In addition, TDA Article 3 Bicycle and Pedestrian funds will go to bicycle and pedestrian projects. Transit and non-transit projects will be subject to separate scoring criteria and will be scored separately.

### **Screening Criteria**

The screening criteria are divided into three categories. Proposed projects must meet **all** these screening criteria to move to the next phase of the process.

#### **1. Project Eligibility**

- A. Proposed project is eligible for CMAQ funds per guidelines in the Federal Register Vol. 73, No. 203; or for TDA Article 3 Bicycle & Pedestrian funds per TDA Guidelines Section 99233.3.
- B. Project applicant is a city, the County, or a transit operator or other public transportation agency (CMAQ only), or (except for transit projects and TDA-funded projects) a non-profit organization capable of funding and delivering the project, or (for CMAQ projects) is a private/public partnership (possibly with some private funding) subject to approval of FHWA and FTA.
- C. For CMAQ-funded projects, proposed project measurably improves air quality.

**2. Planning Consistency**

- A. Project is consistent with the goals and policies of the adopted RTP (i.e., SCAG’s 2012-2035 RTP/SCS).
- B. Project is consistent with the most-recently adopted general plan(s).
- C. Project is consistent with the most-recently adopted District Air Quality Management Plan.
- D. Transit improvement projects must be consistent with the policies and standards in the adopted Congestion Management Program or included on the Replacement Bus Schedule of the Short-Range Transit Plan, or in a Fleet Maintenance Plan.

**3. Financial Feasibility**

- A. Recipient of funds must have the financial capacity to complete, operate and maintain the project.
- B. Funds required from other sources (for local match) must be reasonably expected to be available.
- C. Project can be implemented within Federal and/or State delivery requirements.
- D. Agency must commit to providing 11.47% local match. However, an agency can request to access toll credits to pay 100% of project cost, but VCTC approval of such request is not assured as it would have to come out of the total funds available to projects. In the event a local match is required, VCTC will allow use of Toll Credits to provide 100% of construction funds if an equivalent amount of non-federal funds is used for prior project phases.

**Scoring Criteria**

The scoring criteria is divided into two categories for either Transit or Non-Transit projects.

**Scoring Criteria for Transit Projects**

Points	Scoring Criteria for Transit Projects
<b>(0 to 15 points)</b>	<p><b>1. Project’s Potential to Increase Transit System Capacity and/or Ridership, Attract Active Transportation Users, Reduce Motor Vehicle Trips and Serve Destinations</b> – This criterion is designed to evaluate how likely the project is to reduce trips and improve air quality by attracting transit users or increase transit system capacity.</p>
<b>(0 to 25 points)</b>	<p><b>2. Project’s Necessity to Continued Operation of the Existing Transit System with Reliable Equipment</b> – In recognition of the importance of a reliable transit system in maintaining ridership, this criterion assigns up to 25 points to a project based on how it addresses the need to replace or rehabilitate existing transit system equipment that if not replaced at this time will be considered beyond its useful service life (ULB) based on the FTA definitions. Criticality is determined by where an asset is in its ULB (i.e., in a Transportation Asset Management Plan (TAM) as scheduled to reach the end of their economic service life,) or the necessity of asset replacement to ensure ongoing service. To be considered eligible for CMAQ an equipment replacement</p>

	project must provide an air quality benefit such as the new or refurbished equipment having reduced emissions from what was previously in use.
<b>(0 to 45 points)</b>	<p>3. <b>Air Quality Improvements and Special Considerations</b> – This criterion evaluates the degree to which the project improves air quality for the CMAQ-defined pollutants namely ROG, NOx, PM10, and PM 2.5. The air quality improvement can be due to such factors as cleaner transit system equipment emissions, or reduced VMT due to transit improvements resulting in a diversion of trips from the private car. Up to 15 points will be awarded for a project’s anticipated air quality benefit or for other special considerations.</p> <p>Up to 20 points shall be assigned based on cost effectiveness calculated by VCTC staff in consultation with APCD staff according to the “Methods to Find the Cost-Effectiveness of Funding Air Quality Projects” released by the California Air Resources Board (May 2005).</p> <p>10 points shall be awarded if a project is eligible to be a Transportation Control Measure (TCM). Examples of TCM projects is provided in these guidelines. Such projects, once programmed, will become a regional priority for achievement of air quality conformity.</p>
<b>(0 to 10 points)</b>	4. <b>Safety and Security</b> – A project will receive 10 points if the application demonstrates that it will increase safety and/or security for transit patrons, transit employees, or the general public.
<b>(0 to 5 points)</b>	5. <b>LEVERAGING FUNDS</b> – For transit projects, one to five points will be awarded based on the degree to which the application demonstrates the applicant has a competitive plan to use any VCTC awarded funds from this call for projects as leverage for other competitive state or federal grants.

### Scoring Criteria for Non-Transit Projects

Points	Scoring Criteria for Non-Transit Projects
<b>(0 to 10 points)</b>	<p>1. <b>SAFETY</b> -- This criterion evaluates how the proposed project will affect safety at existing facilities or improve safety by building new facilities.</p> <p><b>Existing Conditions:</b> Up to 5 points will be awarded for any combination of the following project characteristics: no existing pedestrian or bike facilities; no existing shoulder; documented pedestrian/bicycle collision history; most current and valid 85th percentile speed of motorized traffic in project limits; photos of existing safety hazards project will address; existing pedestrian/bicycle traffic counts demonstrating use; student attendance figures for schools served by project.</p>

	<p><b>Safety Improvements:</b> Up to 5 points will be awarded for project elements that improve safety and/or remove or reduce potential conflicts including, but not limited to: adding new or wider sidewalks or new or wider bike lanes, enhanced crosswalks and bicycle crossings, street and pedestrian scale lighting, traffic calming, buffered bike lanes, signage and striping, improved signalization, etc.</p>
(0 to 5 points)	<p><b>2. PROJECT WORK PLAN, TIMELINE AND READINESS</b> – This criterion evaluates deliverability of a proposed project. Up to 5 points will be awarded to projects presenting a clear work plan for implementation and reasonable timeline.</p>
(0 to 25 points)	<p><b>3. AIR QUALITY IMPROVEMENTS AND SPECIAL CONSIDERATIONS</b> – This criterion is designed to evaluate air quality benefits. Cost effectiveness may be considered as calculated by VCTC staff in consultation with APCD staff.</p> <p>Additional points will be given to CMAQ projects identified as transportation control measures (TCMs), designated as committed TCMs, and/or required to conform to TCM timely implementation reports. See Transportation Control Measures in Attachment A.</p> <p>This criterion is also designed to add flexibility and allows cities and/or agencies to be creative and discuss ways in which the proposed project will benefit City/County residents, for example, improving air quality, reducing VMT, serving older areas without recent improvements, reducing speeds, making major improvements to accessibility and/or to serve lower income residents.</p>

(0 to 20 points)	<p><b>4. Project’s Potential to Attract Active Transportation Users and/or Reduce Motor Vehicle Trips with an emphasis on serving destinations.</b></p> <p><b>Bicycle and Pedestrian Project:</b> This criterion is designed to evaluate how likely the project is to reduce trips and improve air quality by attracting active transportation users and/or reducing motor vehicle trips (30 percent of trips are a mile or shorter, 40 percent are two miles or shorter and 50 percent are three miles or shorter)</p> <p><u>Destinations Served</u> – Four points will be awarded for each destination served by the proposed project (e.g., transit stop, park and ride facility, employment center, post office, school/college, school bus stop, retail center, downtown area, library, museum, government office, medical/health facility, multi-family/senior housing) up to a maximum of 20 points. *Map with numbered destinations served must be included. For pedestrian projects, destinations served must be within a ¾-mile or less radius of the proposed project. For bicycle projects, destinations served must be within a two-mile or less radius of the proposed project.</p>
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	<p><b>Non-bicycle/non-pedestrian projects:</b> Up to 20 points will be awarded for the degree to which the project improves mobility and safety particularly on freight or transit corridors, addresses identified community needs, or provides economic, environmental and air quality benefits. Applicants, to the extent possible, shall provide quantified estimates for such benefits</p>
(0 to 25 points)	<p><b>5. NETWORK CONNECTIVITY Including Multi-Jurisdictional/Multi-Agency/Multi-modal Projects.</b> This criterion evaluates whether the proposed project has local and/or regional significance.</p> <p>Up to 5 points will be awarded to projects involving more than one mode of transportation.</p> <p>10 points will be awarded to non-bicycle projects identified in an adopted Local or Regional Transportation Plan (Pedestrian, Active Transportation, Strategic Plan, CMP, ITS plan, Signal Plan) or Capital Improvement Plan.</p> <p>20 points will be awarded to projects that address missing gaps identified in the Bicycle Wayfinding Study.</p>
(0 to 10 points)	<p><b>6. COMPLETE STREET DESIGN</b> – Up to 10 points will be awarded based on the extent that the proposed project is designed to encourage people to use the proposed facility, such as traffic calming, buffers between cars and bicycle/pedestrian facilities, opening closed crosswalks, enhanced crossing improvements, pedestrian scale lighting, street trees, or if the project addresses a barrier, etc.</p>
(0 to 5 points)	<p><b>7. LEVERAGED FUNDS</b> - One point will be awarded for each 10% of locally committed funds to a project, for a maximum of 5 points for projects with at least 50% local funding.</p>

**SHELF LIST GUIDELINES**

Projects that are scored in the IJA CMAQ/Bicycle & Pedestrian TDA Article 3/SB 1 State of Good Repair Call for Projects, but below the funding cut-off, will be considered for funding following their scoring priority, to avoid a lapse of CMAQ apportionment if necessary. Projects will also be considered for funding from the FTA Section 5339 Bus Capital Formula program, or from the state’s Low Carbon Transit Operations Program (LCTOP) if needed to utilize those apportionments; or to support a pending competitive state or federal grant application by providing match. In some cases, VCTC could decide to assist with an approved CMAQ project’s delivery by swapping its CMAQ funds with LCTOP, thus “de-federalizing” the project, and then using the freed-up CMAQ funds for a shelf list project. Shelf list

projects have not been approved by the Commission and their status will be reviewed prior to approval, which must be granted by the Commission after action by the appropriate advisory committee. Projects remaining unapproved at the next call for projects must reapply for funds.



## 2022 CMAQ/Article 3/SGR Project Application Submittal Instructions

### Schedule:

- Notification of Funding Availability: July 11, 2022
- **Applications Due to VCTC: September 23, 2022, by 5:00 pm**
- TRANSCOM Approval of Transit List: November 9, 2022
- TTAC Approval of Non-Transit List: November 16, 2022
- VCTC Approval to Projects: December 2, 2022

### Submission Deadline:

Completed applications along with all the required materials must be received by **5:00 pm on September 23, 2022**. Applications can be submitted to VCTC by uploading the application via the following link also found on VCTC's website: [CMAQ TDA SGR Call for Projects 2022](#)

If an applicant encounters any issues uploading their application to this folder, please email the application to [hmillers@goventura.org](mailto:hmillers@goventura.org)

### Application Form:

The application is formatted for applicants to write and work directly in the document; however, the applicant may make minor formatting adjustments to the document as necessary for the purpose of including detailed tables, photos, maps, or other materials that aid in completing each section. Alternatively, labeled photos, maps, images, or tables may also be attached to the back of the application. Be sure to reference the application question number on the attachment. The application form includes the CEO Certification at the end of the form.

### Submission Requirements:

- Submit one (1) electronic version of a PDF of the application, including supporting materials to: [CMAQ TDA SGR Call for Projects 2022](#)

Please label the files you upload beginning with the name of your organization and project title. Example: *City of Thousand Oaks - Main Street Pedestrian Improvement Project Application*

# Application Instructions

1. **Project Name:** Enter a brief descriptive project name. (Max of 10 words)

*Good Example: Commercial Street Sidewalk and Bike Lanes Project*

*Bad Example: Bike Route Improvements*

2. **Project Type:** Check all that apply

3. **Project Description:** (e.g., number of replacement or expansion vehicles including type, size, and purpose, for capital improvements include location, length, limits of work, size, etc. If bike lane, include length and class.)

Provide a brief description of the project and include site plans/maps and photos that provide enough detail to clearly describe the project. The description is intended to provide a clear and concise explanation of all the elements of the proposed project and a general understanding of why these elements are needed.

Indicate the length of the new bus route or non-transit facility measured in miles. Indicate the nearest cross-street at each end of the travel way. (Example: New bike lanes on Commercial Street between High Street and Main Street.)

4. **Project Location:** Please provide vicinity maps. Project site maps or a site plan is helpful for reviewers to understand the project. Remember to number the attachments.
5. **Local or Regional Significance:** Please indicate if the project is a portion of a larger project, a phase of a project that will be implemented over two or more years or one phase (such as design) of a larger project.
6. **Financial Information:**

**Federal Share and Local Match:** Applicants must commit to providing the 11.47% match for the requested CMAQ funds.

**Toll Credits:** Applicants may request to be relieved of the match by checking the box to request Toll Credits.

7. **Project Schedule:** This information is needed for programming the project in the FTIP.
8. **Project Readiness:** Provide enough information for reviewers to evaluate deliverability of a proposed project. Points will be awarded to projects presenting a clear work plan for implementation and reasonable timeline.



9. **Safety and Security:** Responses should include information on both existing conditions and planned improvements.
10. **Air Quality Improvements:** Cost effectiveness will be calculated by VCTC staff in consultation with APCD staff according to the “Methods to Find the Cost-Effectiveness of Funding Air Quality Projects” released by the California Air Resources Board (May 2013). The information requested in this question will be used in the calculation.
11. **Project’s Potential to Increase Transit System Capacity and/or Ridership, Attract Active Transportation Users, Reduce Motor Vehicle Trips and Serve Destinations:**
  - Provide a scaled map showing destinations served. (For transit and pedestrian projects, destinations served must be within a ¼-mile or less radius of the proposed project. For bicycle projects, destinations served must be within a two-mile or less radius of the proposed project.)
  - **COMPLETE STREET DESIGN** – Please describe the design elements to encourage people to use the proposed facility; including, but not limited to such as traffic calming, buffers between cars and bicycle/pedestrian facilities, opening closed crosswalks, enhanced crossing improvements, pedestrian scale lighting, street trees, or if the project addresses a barrier, etc.
12. **Network Connectivity and Local or Regional Significance:** Provide a brief description of the modes served by the proposed project.
13. **Local or Regional Significance:** A simple yes or no is sufficient.
14. **Local or Regional Significance:** If yes, please provide the name(s) of the document(s).
15. **Leveraging Funds:** Describe how the proposed project and funding scenario will act as leverage, or “local share” for other State or Federal grant applications?
16. **Public Participation Process:** Briefly describe the public participation process (e.g., public meetings, public notices, project website, mailings, newspaper articles, etc...). How did the agency consider comments and responses from meetings when designing the project?
17. **Transit Project Necessity:** For Transit Projects, describe the Project’s necessity in relation to the Continued Operation of the Existing Transit System with Reliable Equipment.

**Application Submittal Checklist:**

<b>Y/N</b>	<b>Attachments</b>	<b>Content Description</b>
	Application	Application and Cover Letter electronic version posted to the VCTC drop box
	Project Location Maps	Provide a vicinity and a site map showing project location
	Assurances	Signed CEO Certification
	Letters of Support	Letters indicating stakeholder support.