



## Submittal Guide

### Transportation Alternatives Program FY 2017

#### OVERVIEW

The Transportation Alternatives Program (TAP) was authorized under Map-21 and provides funding for programs and projects that expand transportation choices with a focus on non-traditional transportation projects. **TAP funding is for construction only within the MPO Study Area, which is posted at [http://www.corpuschristi-mpo.org/07\\_gis\\_maps.html](http://www.corpuschristi-mpo.org/07_gis_maps.html).** Available funding for FY 2017 is \$470K. Given the relatively small amount of available funding for FY 2017, the FY 2017 TAP Call for Projects will be broadened to cover FY 2018, wherein proposals submitted for, but not funded by, the FY 2017 TAP will be considered for support under the FY 2018 TAP. The FY 2018 TAP funding allocation has not yet been determined, and thus a supplemental call for projects for FY 2018 may be issued, pending the number and alignment of requests and the announcement of available FY 2018 TAP funding.

Given that the intensity of TxDOT’s administrative process (Advanced Funding Agreement (AFA) and Local Government Project Procedures (LGPP) Certification) is challenging for small projects, **applicants must seek award amounts of \$150K or more.** Applicants are encouraged to identify the smallest buildable project increment to allow maximal flexibility in award decisions.

#### SEQUENCE OF EVENTS

<b>FY 2017 Transportation Alternatives Program (TAP) Implementation Schedule</b>	
<b>Description</b>	<b>FY 2017</b>
MPO Technical Advisory Committee (TAC) action: approval of FY 2017 TAP implementation process	Aug/Sept 2016
MPO Transportation Policy Committee (TPC) action: approval of FY 2017 TAP implementation process	1-Oct-2015
2017 TAP Call for Projects opens	5-Oct-2015
Pre-application Workshop for potential applicants (optional)	4-Nov-2015
Deadline for courtesy review**	15-Jan-2016
2017 TAP Call for Projects closes	29-Jan-2016
Public comment period begins	1-Feb-2016
Public comment period ends	2-Mar-2016
Review & project scoring process completed	7-Mar-2016
MPO TAC action: MTP/TIP amendment to reflect selected TAP projects	17-Mar-2016
MPO TPC action: MTP/TIP amendment to reflect selected TAP projects	7-Apr-2016
MPO submits Quarterly TIP amendment	May-16
Approval of STIP	August-16

\*\*Applications turned in by this deadline will receive a courtesy review for application completeness and will have the opportunity to submit missing elements before the Call for Projects closes on January 29. No formal feedback will be provided on application substance/merit as part of this courtesy review.

## PROJECT SUBMITTAL DEADLINE AND INSTRUCTIONS

On October 5, 2015, the Corpus Christi Metropolitan Planning Organization (MPO) announced a Call for Projects under the TAP. Applicants must submit their project nomination package (including project submittal form and attachments, signed by a representative of the applicant agency with signature authority) by **5:00 pm CST on Friday, January 29, 2016**, to [ccmpo@cctxmpo.us](mailto:ccmpo@cctxmpo.us). For additional information contact the MPO at (361) 884-0687 or view the website [http://www.corpuschristi-mpo.org/05\\_projects\\_tap.html](http://www.corpuschristi-mpo.org/05_projects_tap.html).

## PRE-APPLICATION WORKSHOP

An optional pre-application workshop will be held on **Wednesday, November 4, 2015**, to ensure that all potential applicant agencies understand the intensity of the administrative process, including the steps required for LGPP Qualifications and successful completion of the AFA. Details regarding specific time and location will be posted at [http://www.corpuschristi-mpo.org/05\\_projects\\_tap.html](http://www.corpuschristi-mpo.org/05_projects_tap.html).

## COURTESY REVIEW

Applicants may opt to receive a courtesy review of their project submittals for completeness and will have the opportunity to submit missing elements before the Call for Projects closes on January 29, 2016. No formal feedback will be provided on application substance/merit as part of this courtesy review. Deadline to submit applications for courtesy review is **5:00 pm CST on Friday, January 15, 2016**, to [ccmpo@cctxmpo.us](mailto:ccmpo@cctxmpo.us).

## ELIGIBLE APPLICANTS

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

*\*\* Non-profits are not eligible as direct recipients unless they qualify through an eligible entity*

## ELIGIBLE PROJECTS

Facilities for pedestrians, bicyclists, and other non-motorized forms of transportation are the priority for TAP funding, along with certain types of infrastructure projects formerly eligible under Safe Routes to School. The following are eligible projects:

- Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation
- Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users
- Construction of infrastructure-related projects to improve the ability of students to bike and walk to school

## PROJECT SELECTION PROCESS

A project evaluation committee consisting of MPO staff will review projects. The Transportation Planning Director will provide the list of recommended projects to the Texas Transportation Commission (TTC). The TTC will select projects through a competitive process. For a schedule of TTC meeting dates, visit <http://www.txdot.gov/inside-txdot/administration/commission/2015-meetings.html>.

## ADDITIONAL REQUIREMENTS AND INFORMATION

- Local funding match of 20% will be a cash match or in-kind contribution (See Project Submittal Form for calculation of eligible in-kind contribution) provided by or through the applicant
- TxDOT administrative fee is 10% of total project cost; the fee is an eligible expense covered with awarded funds but for which applicants must account when calculating the availability of funds for construction
- TAP expenditures will be authorized on a cost reimbursement basis
- If applicable, projects must have environmental clearance prior to close of Call for Projects (January 29, 2016)

- Prior to project letting, applicants must have a fully executed AFA with the TxDOT and comply with all applicable state and federal requirements related to the development of federal-aid highway projects
- AFA must be executed within one year from the date of selection by the TTC or risk loss of federal funding
- Selected projects must be included in the MPO's Transportation Improvement Program and the Statewide Transportation Improvement Program prior to project letting
- TAP projects must advance to construction within three years from the date of selection by the TTC or risk loss of federal funding

**PROJECT CRITERIA**

Project submittals shall be evaluated based on the eight criteria listed below:

<b>FY 2017 Transportation Alternatives Program (TAP) Project Evaluation Criteria</b>			
	<b>Criteria</b>	<b>Definition</b>	<b>Recommended Available Points</b>
<b>Core Criteria</b>	<b>Safety</b>	Enhances safety of cyclists and pedestrians, particularly in an area with a documented history of conflicts between vehicular and non-vehicular modes, e.g. improving crossings, signalization, and traffic calming	15 pts
	<b>Land use Connections</b>	Enhances non-vehicular access to major destinations, such as employment centers, high density residential centers, schools, essential services, or other key destinations	20 pts
	<b>Project in Local or Regional Plan</b>	Proposed project implements a planned facility in a local or regional Master Plan	10 pts
	<b>Disadvantaged Areas</b>	Project located in a disadvantaged community, such as a neighborhood with a percentage of low income households that is greater than regional average and/or a project that specifically serves a vulnerable population, such as the elderly, disabled, or transit dependent	15 pts
	<b>Multimodal Connections</b>	Project connects to other modes of transportation, such as transit	25 pts
	<b>Design Enhancement</b>	Project includes design elements (e.g. enhanced lighting, landscaping) and/or supporting infrastructure (e.g. street furniture, bike racks/lockers, restrooms, changing rooms) that go beyond basic accommodations to encourage non-vehicular mobility	15 pts
<b>Bonus Criteria</b>	<b>Public Support</b>	Documented public support for project	10 pts
	<b>Funding leverage</b>	Overmatch and/or documented funding contribution from partner(s) or other sources	30-39% match=5 pts; 40%+ match=10 pts