



SACRAMENTO AREA COUNCIL OF GOVERNMENTS

2012 REGIONAL/LOCAL FUNDING PROGRAM

**GUIDELINES AND
APPLICATION INSTRUCTIONS**

6/21/11

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This document contains information about the Sacramento Area Council of Governments (SACOG) Regional/Local Funding Program. The program grants funding from a variety of sources to local government agencies and their partners to projects that meet performance outcomes, overall policy, and selection considerations identified by the SACOG Board. Grant cycles occur approximately every two years.

Section 1 contains the 2012 Guidelines for the Regional/Local Funding Program. Part K provides the schedule for this funding round.

Section 2 contains the 2012 Application Instructions. Applications are due to SACOG no later than 5:00 p.m. on September 7, 2011.

Please note: This Funding Program applies to the counties of Sacramento, Sutter, Yolo and Yuba only. Placer and El Dorado Counties have their own programming process through a Memorandum of Understanding with SACOG.

TABLE OF CONTENTS

SECTION 1. GUIDELINES FOR SACOG REGIONAL/LOCAL FUNDING PROGRAM	1
A. Program	1
B. General Application Process	1
C. Funding.....	1
D. Project Selection Process	1
E. Implementation	2
F. Goals	3
G. Eligible Project Types	4
H. Ineligible Project Types	4
I. Project Evaluation.....	4
J. Additional Information	5
K. Schedule	5
L. This part is not in use	5
SECTION 2. APPLICATION INSTRUCTIONS	6
M. Program Manager.....	6
N. Application Contents.....	6
O. Format	7
P. Project Application	8
Q. Cost Schedule and Summary	10
R. Engineer’s Construction Estimate	11
S. Regional/Local Program Specific Questions	12
T. Emissions Benefit Calculations for CMAQ Funding	14
U. Checklist of Application Requirements	15
Attachment A: A Guide to Detailing Project Performance Outcomes.....	16
Attachment B: Road Rehabilitation Funding—Complete Streets and Corridors	25

SECTION 1: GUIDELINES FOR REGIONAL/LOCAL FUNDING PROGRAM

A. PROGRAM

The Regional/Local Program is SACOG's largest competitive program. The emphasis of the program is to fund projects that provide regional benefits; projects of varying size and type are eligible to apply. The program seeks to promote effective and efficient use of limited state and federal funding resources to both develop and maintain the regional transportation network. This is accomplished through the funding of capital projects, road rehabilitation projects, and the development of shelf ready projects.

B. GENERAL APPLICATION PROCESS

SACOG typically issues a call for applications every two years for funds apportioned to the 4 county SACOG region. Public agencies (cities, counties, and other public agencies) in Sacramento, Sutter, Yolo, and Yuba counties are the eligible applicants for these federal and state funds. Each time funds are made available, the call for applications will be made through SACOG's newsletter, webpage, advisory committee meetings, and letters and emails to public works and planning departments, transportation agencies, transit agencies, transportation management associations, and other organizations. An application, timeline, and these guidelines will be made available at that time.

C. FUNDING

Financial support for these programs will come primarily from federal funding sources expected to be available to the region. The SACOG Board of Directors will approve the amounts allocated to each program before the start of the project selection process, according to the Metropolitan Transportation Plan (MTP) and the agency's more immediate priorities.

Most of the projects selected for these programs must qualify for the three federal funding sources available to SACOG.¹ In most cases, a local funding match requirement of 11.47 percent of the total participating project cost applies. Federal funding requirements from the *Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) are applicable. For capital projects, federal funds may be used for the preliminary engineering phase, which includes environmental work and design, as well as for right-of-way and construction phases.

D. PROJECT SELECTION PROCESS

The following process applies to Sacramento, Sutter, Yolo, and Yuba counties. Placer and El Dorado Counties have their own programming process through a Memorandum of Understanding with SACOG. Project applicants (sponsors) may be any agency or organization that holds a master agreement with Caltrans to administer federal transportation funds.

¹ These sources are currently the Regional Surface Transportation Program (RSTP), the Congestion Management and Air Quality Program (CMAQ), State Transportation Improvement Program (STIP), and Transportation Enhancement (STIP-TE).

SACOG staff will screen project applications for eligibility and apply the selection criteria to make recommendations for which projects to fund. SACOG staff will make a recommendation to the SACOG Board of Directors.

SACOG reserves the right to fund less than the amount reserved for each funding program in a given funding cycle, as well as to fund projects in a program other than the one for which it was submitted.

Steps in the Process

1. SACOG staff reviews the applications and screens them for eligibility. Ineligible applications are discarded, based on ineligibility for federal funds, lack of funding of the appropriate type, or on the program guidelines.
2. SACOG staff evaluates and prioritizes Regional/Local applications according to Board-identified guidelines.
3. SACOG reserves the right to contact applicants during the project selection process for additional information.
4. SACOG staff reviews the ranking recommendations of all funding program working groups, taking into consideration the availability and requirements of appropriate funding sources, and balancing the ranking of projects based on geographic location.
5. SACOG staff will then provide a complete funding recommendation to the SACOG Board of Directors.

E. IMPLEMENTATION

After SACOG has awarded a grant, project sponsors will be asked to:

1. Amend their project into the Metropolitan Transportation Improvement Program (MTIP) via SACTrak.
2. Follow SACOG's "Use It or Lose It" policy for obligating and spending the grant funds. The policy requires that project sponsors honor the MTIP schedule for obtaining funds and implementing the phases of the project.
3. Provide a local (non-federal) match. The required match for most federal funding is 11.47 percent of the participating phase cost and/or the total participating project cost required for projects receiving federal funding in the Sacramento region, with a few exceptions. This does not include "in kind" match, but must be funding that is dedicated to eligible features within the project and included in its overall cost.
4. Comply with the California Transportation Commission's State Transportation Improvement Program Guidelines; the Caltrans' Local Assistance Procedures Manual; and Caltrans' Local Assistance Program Guidelines.

When a project is programmed in the MTIP and is ready for implementation, the project sponsor requests a federal authorization (E-76) from Caltrans. Only after the project is authorized, can the sponsor incur expenses that will then be reimbursed from the grant. A project sponsor submits invoices for the entire cost incurred, and is reimbursed at 88.53% (the total cost minus local match).

SACOG encourages project sponsors to seek other sources of funding that may be available.

F. GOALS

1. *Honor Prior Funding Commitments*

SACOG will continue to honor prior funding commitments made to other agencies and adopted transportation control measures identified in the air quality State Implementation Plan.

2. *Emphasize Cost-Effective Programming Decisions*

The current constrained funding environment calls for placing an even greater emphasis on making the most cost-effective programming decisions. Projects will be expected to perform better with fewer funding resources, so the focus can be on more immediate needs (e.g., projects within the next 10 years of the MTP). The appropriate types of funding will be matched to the best projects for those fund types.

3. *Fix it First, or Maintain Facilities in a State of Good Repair*

The current poor economic situation, as reflected in local and state transportation budgets, is significantly straining the ability of member agencies to operate and maintain existing facilities and services. The funding from this programming round will help support local agencies while also advancing longer-term policy objectives from the MTP. Road rehabilitation projects will be allowed to compete in the Regional/Local funding program for this round as long as they also include elements that support complete streets and corridor features appropriate to an urban, small community, or rural context.

4. *Focus on Small or Medium-Sized Capital Projects*

The Regional/Local Funding Program is an important source of capital funding. In past funding cycles, capital projects providing regional benefits have been awarded funds through the Regional/Local program. A challenge for this policy priority is the limited number of projects that could be funded if the fall programming revenue is severely constrained. For the federal and state funds that are available, the emphasis will be on small- and medium- sized projects.

5. *Support Project Development Phases for Future Funding Opportunities*

The recent one-time funding from the American Recovery and Reinvestment Act (ARRA) and the Proposition 1B funding programs demonstrate the need to have “shelf ready” capital projects that are delivered and thereby ready to utilize funding from competitive programs likely to appear in the near future (e.g., reauthorization of the federal transportation bill, future proposition 1B rounds, etc.). A relatively small but strategically allocated portion of the total revenue (no more than five percent without further Transportation Committee discussion) may go to early project development efforts.

G. ELIGIBLE PROJECT TYPES

Projects of various sizes and types may apply assuming they meet funding eligibility requirements as described in Part C and implementation requirements as defined in Part E.

H. INELIGIBLE PROJECT TYPES

Projects which fit within the framework of SACOG's other funding programs should apply directly to those programs. Projects that do not meet federal eligibility rules are ineligible to apply.

I. PROJECT EVALUATION

1. *Project Screening Considerations*

All of the following conditions must be met for a project to proceed in the programming process. Failure to meet each screening consideration will eliminate the project from further consideration.

- The project must be listed in the MTP or a lump sum project category.
- The project must be scheduled to begin construction no later than FFY 2017 with preliminary engineering and environmental analysis scheduled within three years.
- The project costs and schedule estimate for environmental, engineering, ROW and start-up construction must be believable, based on standards for similar projects.
- The project sponsor must have a track record that demonstrates technical capacity and reliability for similar projects.
- A request for construction funding must demonstrate that environmental, engineering and ROW will be ready by the time funds are requested and the financial ability for ongoing operations and maintenance.
- The project must be consistent with complete streets requirements, as applicable; see:

<http://www.sacog.org/complete-streets/toolkit/START.html>

2. *Project Performance Outcomes and Selection Considerations*

- A regional reduction in VMT per household/per capita
- A regional reduction in congested VMT per household/per capita
- An increase in multi-modal travel/alternative travel/choice of transportation options
- Provide long-term economic benefit within the region, recognizing the importance of sustaining both the urban and rural economies
- Improve goods movement, including farm-to-market travel, in and through the region
- Significantly improve safety and security

3. ***Other Selection Considerations***

- Special consideration will be given to agencies submitting a joint-proposal project; in other words, a project that can demonstrate multi-jurisdictional participation and benefits will receive some level of priority.
- Special consideration will be given to agencies submitting a project for which the agency has already funded the initial phases with its own resources (i.e., environmental, design and/or right-of-way).

J. ADDITIONAL INFORMATION

The application process will be specific to the Regional/Local Program, although SACOG staff will present a recommendation for funding to the SACOG Board of Directors for all of the funding programs together.

Jurisdictions applying for road rehabilitation funding will need to submit a separate application for each street.

K. SCHEDULE

June 21, 2011	Call for projects.
September 7, 2011	Project applications due 5:00 p.m.
September 8- October 27, 2011	SACOG staff reviews recommendations for funding and makes recommendations to the SACOG Board of Directors. Recommendations are presented for information to the Regional Planning Partnership
November 17, 2011	The SACOG Board releases the project list for public comment.
December 15, 2011	The SACOG Board adopts projects and funding.

L. THIS PART IS NOT IN USE.

SECTION 2: APPLICATION INSTRUCTIONS

This section directly addresses the requirements for applying for a Regional/Local Grant. Please read the instructions in this section with the information in Section 1 when considering and preparing your grant application.

M. PROGRAM MANAGER

Please direct any questions regarding the Regional/Local Funding Program or the application process to the SACOG Program Manager:

Renée DeVere-Oki, Senior Planner
Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814
Phone: (916) 340-6219
Fax: (916) 321-9551
E-mail: rdevere-ok@acog.org

N. APPLICATION CONTENTS

Applications must contain the following elements with page limits as listed; a Microsoft Word version of the application (Parts P, Q and S) and a Microsoft Excel version of the Engineer's Estimate (Part R) will be available on the SACOG website.

Maximum Pages	Content Element	Content Description
5 application, 1 page context map	Project Application	Complete form provided by SACOG (Part P).
1	Cost and Schedule Summary	Complete form provided by SACOG (Part Q).
Amount Necessary	Engineer's Construction Estimate	Complete form provided by SACOG (Part R) to the level of detail necessary for the scope of the project.
6	Program Specific Questions	Complete program specific questions provided by SACOG (Part S).
1- 4	Maps or Exhibits	Insert maps/exhibits.
1	Miscellaneous	In this space, you may address anything we didn't provide space for.
1-2	Emissions Calculations for CMAQ Funding	Follow California Air Resources Board methodology and attach calculations (Part T).
1-2	Partner Commitment Letters	Letters from partners explaining responsibilities and contributions to the project.
0	Support Letters	Do not include letters of support.

O. FORMAT

The overall application format requirements are:

1. All narrative text shall have at least 1 inch margins on all sides and use no less than 11 point font size. Footers and headers are exempt from margin and font size requirements.
2. Narrative pages may only be written on 8.5" x 11" paper. Graphics, photos and maps may be printed only on 8.5"x11" or 11"x17" paper; either size counts as only one page.
3. Divider pages are allowed if they are made of colored paper that can be recycled. These do not count toward the page limits. Please do not insert plastic or non-recyclable tabs on the divider page. The divider page may show section titles; no other narrative or graphic content is allowed.
4. Please do NOT include a separate cover, comb-binding or any plastic materials; stapling or clipping the document will suffice; the signed letter from the primary applicant described below shall serve as the cover for the application. One blank white sheet of paper may serve as the back page.

P. PROJECT APPLICATION

Project Title	
SACOG ID number (if available)	
PPNO and/or EA number (if applicable) Federal ID number (if applicable)	
Responsible Project Manager/Contact Name: Position: Address: Phone: E-mail:	
Co-sponsor/Partner Agencies	
Project Location (Also attach a map)	
Project Scope/ Description (250 word limit)	
Project Schedule (estimated month and year): 1. Start environmental/preliminary engineering 2. Final ED approved - Start engineering/design 3. Start R/W acquisition & utilities 4. Complete plans, R/W, & permits – Ready to advertise for construction/procurement	
Total Project Cost (Part Q)	
Total Funding Request	
Funding committed from other sources 1. Environmental/preliminary engineering 2. Engineering/design 3. R/W acquisition & utilities 4. <u>Construction/procurement</u> TOTAL Describe any other potential funding sources	
Can you build a usable partial stage of this project? If so, describe scope and cost.	

<p>Have you identified any significant and reasonably likely risks to the project? Describe: (150 words maximum total)</p> <ul style="list-style-type: none"> ▪ Risks that would change scope ▪ Risks that would change schedule ▪ Risks that would change cost 	
<p>Project Study Report or equivalent completion date (if PSR completed, attach electronic file to CD of application packet)</p>	
<p>Environmental Justice: Include your brief response to the following: What kind of outreach to the community and to other stakeholders do you plan to undertake? Will low-income or minority members of the community be given an opportunity to fully participate in this outreach? Evaluate the benefits and burdens of this project with regard to low income and minority members of the community. (150 word limit)</p>	
<p>TE Eligible Projects: Will you be working with a community conservation corps or the California Conservation Corps (yes/no)? Please explain (50 word limit).</p>	

Q. COST AND SCHEDULE SUMMARY

Project Name _____

SACOG ID (if available) _____

	Phase	Cost Estimate	Amount Requested	Month/Year Funding Requested	For SACOG Use Only	For SACOG Use Only
NON-CAPITAL	Planning Studies					
	Non-capital Staff Activities					
	Non-capital Materials (maps, brochures, racks, printing, etc.)					
	Miscellaneous					
CAPITAL	Feasibility Studies					
	Environmental					
	Engineering/Design					
	Right-of-Way					
	Construction and Construction Management					
	TOTAL					

S. LOCAL/REGIONAL PROGRAM SPECIFIC QUESTIONS

Project Screening Criteria

Please respond yes/no (if no, please explain):

1. Is the project listed in the MTP or a lump sum project category?
2. Will the project be able to begin construction no later than FFY 2017 with preliminary engineering and environmental analysis scheduled within three years?
3. Are the project costs and schedule estimate for environmental, engineering, ROW and startup construction believable, based on standards for similar projects?
4. Does the project sponsor have a track record that demonstrates technical capacity and reliability for similar projects?
5. A request for construction funding must demonstrate that environmental, engineering and ROW will be ready by the time funds are requested and the financial ability for ongoing operations and maintenance. Can this be demonstrated?
6. Is the project consistent with complete streets requirements, as applicable; see:

<http://www.sacog.org/complete-streets/toolkit/START.html>

Overall Policy Considerations

Please describe how the project fits within one or more of SACOGs overall policy considerations described in Section F (one page maximum):

1. Honor Prior Funding Commitments
2. Emphasize Cost-Effective Programming Decisions
3. Fix it First, or Maintain Facilities in a State of Good Repair
4. Focus on Small or Medium-Sized Capital Projects
5. Support Project Development Phases for Future Funding Opportunities

Performance Outcomes & Selection Considerations

Demonstrate how your project supports any of the six performance outcomes (three page maximum).

1. Projects may relate to certain performance outcomes more than others. Please match your project to each performance outcome to the extent it is applicable. If a performance outcome is not applicable, a N/A response will be accepted.
2. Responses should be approximately one-half page (excluding attachments from documents that are referenced in your response).
3. Please use Attachment A as a guide for answering these questions.
4. All SACOG reference sources are available on the SACOG website:

<http://www.sacog.org/regionalfunding>

5. Please do not hesitate to contact SACOG staff if you have any questions about the process or materials. This is a collaborative effort in which we want to support your efforts to produce strong applications for consideration.

Below is the list of performance outcomes identified by the SACOG Board. Using the directions above and Attachment A, please respond accordingly.

- **Performance Outcome 1**—The project supports a regional reduction in VMT per household/per capita.
- **Performance Outcome 2**—The project supports a regional reduction in congested VMT per household/per capita.
- **Performance Outcome 3**—The project supports an increase in multi-modal/alternative travel/choice of transportation options.
- **Performance Outcome 4**—The project provides long-term economic benefit within the region, recognizing the importance of sustaining both the urban and rural economies.
- **Performance Outcome 5**—The project improves goods movement, including farm-to-market travel, in and through the region.
- **Performance Outcome 6**—The project significantly improves safety and security.

Road Rehabilitation Projects

Please respond to the questions below if applying for a Road Rehabilitation Project (one page maximum) (A separate application for each street is required):

1. Describe the complete streets or complete corridors features that will be included as part of the scope of the project: (Refer to Attachment B for more information)
2. What is the current Pavement Quality Index (PQI) rating of the existing roadway?
3. Please estimate the percentage of requested funds dedicated to rehabilitation versus complete streets or complete corridors features.

Other Selection Considerations

Please respond yes/no; if yes, please explain (one-half page maximum):

1. Is this project a joint-proposal project or can it demonstrate multi-jurisdictional participation?
2. Has your agency already funded the initial phases of your project with your own resources (i.e., environmental, design and/or right-of-way)?

Project Benefits Estimate

As appropriate, please demonstrate the benefits of your project:

1. Quantifiable Benefits Methodology

Estimate of Existing Usage = x (can be zero)
Estimate of Increase in Usage = y (can be zero)
Length of Project (miles) = a
Quantifiable Benefits = (x (a/10 mph) (\$5/hour)) + (y(a/10 mph) (\$10/hr))
= \$ benefits

2. Qualitative Benefits Methodology

In one or two paragraphs, please describe benefits to the project that are not measured by the dollar figure above. Qualitative benefits can be measured using various factors. Factors to discuss, as applicable, include: accident reduction, existing and projected usage/ridership/productivity, increase or decrease in ADT, life cycle cost reduction, VMT decrease, pavement quality index, congestion relief (idle reduction, stop and go reduction, and travel time decrease), reduced operating or maintenance costs, etc.

3. Safety Benefits Methodology

If project addresses Performance Outcome 6, please use one of these to demonstrate safety benefits:

<http://safety.fhwa.dot.gov/hsip/resources/fhwasa09029/sec4.cfm>

or

http://onlinemanuals.txdot.gov/txdotmanuals/hsi/using_the_safety_improvement_index.htm

T. EMISSIONS BENEFIT CALCULATIONS FOR CMAQ FUNDING

Required if project is eligible for CMAQ funds

Projects funded under this program may be candidates for funding under the Congestion Mitigation and Air Quality (CMAQ) program. CMAQ funds are intended to support projects that result in measurable reductions in emissions of carbon monoxide (CO), ozone precursors including volatile organic compounds (VOCs) and oxides of nitrogen (NOx), or particulate matter (PM). To show that air quality objectives are being met, state and local governments must demonstrate the benefits of individual CMAQ projects. Therefore, project applicants must submit a calculation of emissions reductions showing each pollutant, CO (if measurable), VOC, NOx, and PM10 in kilograms/day. While quantitative analysis is required whenever possible, a qualitative analysis is also considered acceptable when project benefits cannot be quantified.

To assist in calculating the quantitative emission benefits reductions and the cost effectiveness of the reductions, the California Air Resources Board (CARB) has produced a hard copy manual and an automated Microsoft Access database file. The manual and database are available online at:

<http://www.arb.ca.gov/planning/tsaq/eval/eval.htm>

Print and attach the emission benefits calculations to the application.

U. CHECKLIST OF APPLICATION REQUIREMENTS

- ❑ Eligibility: Potential applicants may check with the SACOG Program Manager regarding the eligibility of their project or their eligibility as an applicant (project sponsor) for federal transportation funding.
- ❑ Program Schedule: Review the program schedule (**Part K**) in the Guidelines for important dates.
- ❑ Application contents: Review pages for all needed elements. Review the section of the Guidelines on Project Evaluation (**Part I**) and check that the application contains all information necessary. Page limits are listed in **Part N**.
 - Project Application—**Part P**
 - Cost and Schedule Summary—**Part Q**
 - Engineer’s Estimate—**Part R**
 - Program Specific Questions—**Part S**
 - Maps and Exhibits
 - CMAQ Calculations (if project is eligible for CMAQ funding)—**Part T**
 - Partner Support Letters (if project is co-sponsored)
 - Miscellaneous – Any other information in support of your project
- ❑ Implementation Requirements: Review the Implementation section (**Part E**) in the Guidelines and evaluate your ability to meet all federal and SACOG requirements, including providing local matching funds of at least 11.47 percent of the total project cost and following SACOG’s “Use it or Lose It” policy.
- ❑ Submittal Deadline: Please submit one (1) signed original, six (6) copies of the complete grant application, and one (1) compact disc by no later than 5:00 p.m. on Wednesday, September 7, 2011, to:

Renée DeVere-Oki, Senior Planner
Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

E-mailed applications are not acceptable. This deadline will be strictly enforced.

- ❑ Electronic Application Submittal: Submit one compact disc with a PDF file of all the application contents. Submit an Excel copy of your Engineer’s Estimate. Scanned materials into the PDF file are acceptable, such as maps, graphics, etc. If a Project Study Report (PSR) or equivalent is complete, please submit a PDF of the PSR on the compact disc. The compact disc is due the same time as the applications.

ATTACHMENT A: A GUIDE TO DETAILING PROJECT PERFORMANCE OUTCOMES

Applicants are asked to demonstrate how their project supports six performance outcomes. This attachment is provided to help you identify simple, efficient ways to demonstrate the performance outcomes from your project. It is neither prescriptive nor comprehensive – you may have other points you want to make. The suggestions provided for each Performance Outcome do not imply required criteria for project consideration.

- Projects may relate to certain performance outcomes more than others. Please match your project to each performance outcome to the extent it is applicable. If a performance outcome is not applicable a N/A response will be accepted.
- Responses should be approximately one-half page (excluding attachments from documents that are referenced in your response).
- All SACOG reference sources are available on the SACOG website:
<http://www.sacog.org/regionalfunding>
- Please do not hesitate to contact SACOG staff if you have any questions about the process or materials. This is a collaborative effort in which we want to support your efforts to produce strong applications for consideration.

The following information is intended to provide sample methods/examples of how a project could demonstrate its ability to achieve a performance outcome by utilizing available local or SACOG reference materials.

PERFORMANCE OUTCOME 1—THE PROJECT SUPPORTS A REGIONAL REDUCTION IN VMT PER HOUSEHOLD/PER CAPITA.

Sample Response Method:

Describe how the project supports this performance outcome through project features that are multi-modal and/or support demand management strategies. VMT reductions per capita can also be achieved through supportive land use policies appropriate to the urban or rural setting. For example, some largely rural counties are reducing VMT per capita through land use policies that protect agricultural and open space lands, thereby limiting rural residential areas that often create high VMT.

Examples of Supporting Documentation:

1. The project directly supports existing or planned mixed-use development areas.
 - *Local Agency Reference:* Will the project directly serve an infill or mixed-use development area that is identified in an adopted zoning code and/or general or specific plan?
 - *SACOG Reference:* Is the project serving an infill or mixed-use development area illustrated on Regional Map 1: MTP2035 Land Use Map
2. The project enhances mobility in an area that has good or improving accessibility. Areas with good accessibility are likely to support lower VMT.
 - *Local Agency Reference:* Will the project provide increased mobility to an area that has good or improving accessibility? Potential sources may include a general plan circulation element, traffic impact study, environmental document, etc. Are the project accessibility benefits measured at the project or community scale?
 - *SACOG Reference:* Does the project offer improved mobility to an area that currently has a high or low percent of jobs within a 20 minute drive? (Reference Regional Map 2: Accessibility). Is the project in a jurisdiction with a good or improving jobs/housing balance? (Reference Regional Table 3: SACOG Jobs-Housing Ratio by Jurisdiction, 2005-2035)
3. The project is not intended to support the urbanization of a rural corridor.
 - *Local Agency Reference:* Are there general plan policies and/or zoning code ordinances to protect agriculture or maintain open space along the corridor served by the project?
4. The project does not induce longer auto trips and directly serves an area that has low VMT per capita (current or projected) or is in a jurisdiction with policies in place to reduce VMT per capita over time. For projects serving jurisdictions with higher VMT, a case could be made that VMT will be decreasing over time by specific examples of general plan policies that do not induce long trips.

- *Local Agency Reference:* Are there local plans measuring the VMT per capita at the project or neighborhood/community scale? A project level analysis is preferred. Potential sources include a general plan circulation element, traffic impact report, environmental assessment, etc.
 - *SACOG Reference:* Does the project serve an area with low VMT, as illustrated on the county-scale maps showing current VMT per household (County Maps 5).
5. The project supports transportation demand management (TDM) strategies. Reducing travel demand for single occupancy vehicles contributes to reducing VMT. TDM examples include traveler information and incentives for transit, carpools, vanpools, telecommuting, and active transportation.
- *Local Agency Reference:* Is the project identified in local plans as directly or indirectly supporting TDM efforts in the project area or jurisdiction? Are there any performance measures available for these TDM strategies? (e.g., projected increase in the transit share of commute trips, increase in the number of carpools created, etc.)
6. The project directly supports increased transit, ridesharing, bicycle, and/or pedestrian trips. Transportation alternatives to driving alone can lead to travel behavior changes that contribute to VMT reductions.
- *Local Agency Reference:* Does the project offer features that contribute to increasing the mode share of alternatives to driving alone? Are these project impacts measured at either at the project or community scale? A project level analysis is preferred. Potential sources include a general plan circulation element, traffic impact report, environmental assessment, etc.
 - *SACOG Reference:* Does the project contribute to improving the mode share of a jurisdiction over time? Regional Table 5 or County Map 4 identifies travel mode shares by county Regional Analysis Districts (RADs) in a base and projected year (2005, 2035).

PERFORMANCE OUTCOME 2—THE PROJECT SUPPORTS A REGIONAL REDUCTION IN CONGESTED VMT PER HOUSEHOLD/PER CAPITA.

Sample Response Method:

Describe the congestion relief features of the project and demonstrate how it supports this performance outcome.

Examples of Supporting Documentation:

1. The project offers site-specific congestion relief.
 - *Local Agency Reference:* Are there local plans or data confirming the project location has a significant congestion relief need? Potential sources include a general plan circulation element, traffic impact report, environmental assessment, etc. Are these benefits measured at either the project or neighborhood/community scale? A project level analysis is preferred. Potential performance measures include volume/capacity for the corridor, level of service (LOS) for an intersection, travel time reliability, etc.
 - *SACOG Reference:* Is the congestion relief project along a corridor segment with a volume/capacity demonstrating significant congestion? Reference SACOG congestion maps (County Maps 1) for 2005 county-level information.
2. The project allows or facilitates travelers to avoid a congested location. For projects that are not along a congested corridor, congestion relief may be provided through improvements to an alternate/parallel route, transit service to bypass the congested location, or bicycle and pedestrian travel improvements.
3. The congestion relief project provides broader system benefits, such as increased accessibility, redundancy in travel paths, or bottleneck elimination.
 - *Local Agency Reference:* Is the project identified in a local planning study as having features that will offer broader system benefits? Are these benefits measured at the jurisdiction scale? Bottleneck elimination projects should consider the impacts on downstream bottleneck locations.
4. The project emphasizes, or substantially incorporates, cost-effective operational strategies over more expensive capacity improvements to provide congestion relief.

PERFORMANCE OUTCOME 3—THE PROJECT SUPPORTS AN INCREASE IN MULTI-MODAL/ALTERNATIVE TRAVEL/CHOICE OF TRANSPORTATION OPTIONS.

Sample Response Method:

Describe the multi-modal features of the project and demonstrate how it supports this performance outcome. Multi-modal improvements support increased mobility through increasing transit, bicycle, pedestrian and ridesharing options.

Examples of Supporting Documentation:

1. The project directly supports increased transit, ridesharing, bicycle and/or pedestrian trips.
[*Note: This is also included as supporting documentation for Performance Outcome 1, #6.*]
 - *Local Agency Reference:* Does the project offer features that contribute to increasing the mode share of alternatives to driving alone? Are these project impacts measured at either at the project or community scale? A project level analysis is preferred. Potential sources include a general plan circulation element, traffic impact report, environmental assessment, etc.
 - *SACOG Reference:* Does the project contribute to improving the mode share of a jurisdiction over time? Regional Table 5 and County Map 4 identify travel mode shares by county Regional Analysis Districts (RADs) in a base and projected year (2005, 2035).
2. The project emphasizes design features that support greater connectivity of all travel modes.
 - *Local Agency Reference:* Is the project identified in a local plan as a mobility improvement that supports multi-modal system connectivity? Examples include closing sidewalk or bike network gaps, increasing access to transit, etc.
 - *SACOG Reference:* Does the project include complete street or corridor features identified in Attachment B: Road Rehabilitation Funding—Complete Streets & Corridors?
3. The project supports transportation demand management (TDM) strategies. Reducing travel demand for single occupancy vehicles contributes to reducing VMT. TDM examples include traveler information and incentives for transit, carpools, vanpools, telecommuting, and active transportation. [*Note: This is also included as supporting documentation for Performance Outcome 1, #5.*]
 - *Local Agency Reference:* Is the project identified in local plans as directly or indirectly supporting TDM efforts in the project area or jurisdiction? Are there any performance measures available for these TDM strategies? (e.g., projected increase in the transit share of commute trips, increase in the number of carpools created, etc.)

PERFORMANCE OUTCOME 4—THE PROJECT PROVIDES LONG-TERM ECONOMIC BENEFIT WITHIN THE REGION, RECOGNIZING THE IMPORTANCE OF SUSTAINING BOTH THE URBAN AND RURAL ECONOMIES.

Sample Response Method:

Describe the economic benefit features of the project and demonstrate how it supports this performance outcome.

Examples of Supporting Documentation:

1. The project enhances mobility in an area that has good or improving accessibility. Areas with good accessibility are more likely to become vital employment and trade centers. [*Note: This is also included supporting documentation for Performance Outcome 1, #2.*]
 - *Local Agency Reference:* Will the project provide increased mobility to an area that has good or improving accessibility? Potential sources may include a general plan circulation element, traffic impact study, environmental document, etc. Are the project accessibility benefits measured at the project or community scale?
 - *SACOG Reference:* Does the project offer improved mobility to an area that currently has a high or low % of jobs within a 20 minute drive? (Reference Regional Map 2: Accessibility.) Is the project in a jurisdiction with a good or improving jobs/housing balance, as identified in Regional Table 3: Jobs-Housing Ratio by Jurisdiction?
2. The project supports the sustainability of the rural economy.
 - *Local Agency Reference:* Are there local plans or other documents that identify the project as supporting the agricultural or resource-based economy? Are there general plan policies and/or zoning code ordinances to protect agriculture or natural resources along the corridor served by the project?
 - *SACOG Reference:* Does the project offer a transportation improvement that addresses the rural economic issues identified in the SACOG Rural Urban Connections Strategy (RUCS) Transportation Briefing Book? The most relevant sections are Section 2: Travel Choices for Rural Mobility; Section 3: Goods Movement in Rural Areas; and, Section 3: System Maintenance in Rural Areas. References are located at:

http://sacog.org/rucs/wiki/index.php/Transportation_Working_Group
3. The project provides direct benefits to an area facing exceptional economic hardships.
 - *Local Agency Reference:* Are there local plans or other documentation that demonstrate the project area is facing exceptional economic hardships? Is there local data to cite?
 - *SACOG Reference:* How does the local jurisdiction compare to the national and regional averages for income and unemployment? Reference Regional Figures 1-3 for additional information. Note that the unemployment data is for entire years (2006-2008).
 - Applicants can reference partial-year unemployment data at the following website:

<http://www.labormarketinfo.edd.ca.gov/?PAGEID=1006>

4. The project directly benefits an environmental justice (EJ) population (low-income and/or ethnically diverse area).
 - *Local Agency Reference:* Are there local plans and/or data demonstrating that the project serves an area that has environmental justice needs?
 - *SACOG Reference:* Is the project located within an area that was designated as an EJ area in the MTP2035? Reference Regional Map 3: Lower Income or Ethnically Diverse Areas.
5. The project offers long-term positive economic benefit.
 - *Local Agency Reference:* Are there local plans, documents or data demonstrating that the project is projected to have positive long-term impacts for the jurisdiction or region? Economic benefit measures may include direct and indirect jobs created, improved access to an important employment sites, agricultural processing facilities, etc.

PERFORMANCE OUTCOME 5—THE PROJECT IMPROVES GOODS MOVEMENT, INCLUDING FARM-TO-MARKET TRAVEL, IN AND THROUGH THE REGION

Sample Response Method:

Describe the goods movement features of the project and demonstrate how it supports this performance outcome.

Examples of Supporting Documentation:

1. The project is along an identified goods movement corridor.
 - *Local Agency Reference:* Is the project along a locally designated goods movement corridor? Are there local plans and/or data that identify the project as offering an important goods movement mobility benefit?
 - *SACOG Reference:* Is the project located along a goods movement route identified through the SACOG Regional Goods Movement Study or RUCS Transportation Working Group efforts? Identified corridors on County Maps 2: Goods Movement and Truck Trips include State Transportation Assistance Act (STAA) and stakeholder identified routes.
2. The project serves an important goods movement location (e.g., distribution centers, truck terminals, agricultural processing facilities, etc.)
 - *Local Agency Reference:* Are there local plans or other documents that identify the project as serving local goods movement destinations?
 - *SACOG Reference:* Does the project directly serve a key goods movement location identified on either of the SACOG goods movement maps? (Reference County Map 2: Goods Movement and Truck Trips and County Map 3: Regional Goods Movement Study Key Trucking Locations.)
3. The project improves farm-to-market or agritourism access.
 - *Local Agency Reference:* Are there local plans or other documents that identify the project as supporting farm-to-market or agritourism access?
 - *SACOG Reference:* Does the project serve an area with high agriculture truck intensity, as illustrated on County Map 2: Goods Movement and Truck Trips or County Map 3: Regional Goods Movement Study Key Trucking Locations?
4. The project is identified as a priority goods movement investment for the region.
 - *Local Agency Reference:* Are there local plans or other documents that identify the project as offering goods movement benefits to the greater region beyond the direct benefits to the jurisdiction?
 - *SACOG Reference:* Is the project identified as a priority regional project on the Goods Movement Priority Projects list developed through the SACOG goods movement study process? (County Map 3: Regional Goods Movement Study Key Trucking Locations)

PERFORMANCE OUTCOME 6—THE PROJECT SIGNIFICANTLY IMPROVES SAFETY AND SECURITY.

Sample Response Method:

Describe the safety and security features of the project and demonstrate how it supports this performance outcome.

Examples of Supporting Documentation:

1. The project has safety features that support broad system benefits.
 - *Local Agency Reference:* Is the project identified in a local planning study as having features that will offer broader system benefits? Are these benefits measured at the jurisdiction scale?
 - *SACOG Reference:* Does the regional safety data from the SACOG summary of the Statewide Integrated Traffic Records System (SWITRS) database identify the local jurisdiction as having higher collision and/or fatality rates than the regional average? (Reference Regional Table 4: SACOG Region Collisions and Collision Rates). Do the collisions shown on County Map 6: Urban Vehicle Collisions or County Map 7: Rural Transportation and Environment help justify unsafe conditions?
2. The project has safety features that offer site-specific benefits.
 - *Local Agency Reference:* Are there local plans or data confirming the project location has a significant safety improvement need? Was the project identified in a local plan as a solution to address specific safety and security hazards identified through system safety management programs, threat and vulnerability assessments, security audits or hazard analyses? Are these benefits measured at either the project or neighborhood/community scale?
 - *SACOG Reference:* Is the project at a location or along a corridor identified as having a collision safety problem? County Map 6: Urban Vehicle Collisions, County Map 7: Rural Transportation and Environment, and Regional Table 4: SACOG Region Collisions and Collision Rates are provided for reference.
3. For safety projects, other methods of demonstrating benefits can be found at:

<http://safety.fhwa.dot.gov/hsip/resources/fhwasa09029/sec4.cfm>

or

http://onlinemanuals.txdot.gov/txdotmanuals/hsi/using_the_safety_improvement_index.htm

ATTACHMENT B: ROAD REHABILITATION FUNDING—COMPLETE STREETS & CORRIDORS

Local agencies may elect to submit an application to the Regional and Local Funding Program for road rehabilitation that is supportive of complete corridors. The project application should demonstrate that the roadway rehabilitation will include key scope features that clearly improve the facility to accommodate more users of the right-of-way. New roadway users that would benefit from the project may include pedestrians, bicyclists, movers of commercial goods, and users of public transportation in a manner that is suitable to the urban, small community, or rural context of the proposed project.

Eligible Complete Streets & Corridor Features May Include:

- Added or improved sidewalks
- Intersection improvements
- Added or improved shoulders
- Added or improved signage
- Added or improved striping to delineate between auto traffic and other modes (e.g., bike lanes)
- Added or improved transit stops along the roadway
- Removal of obstacles for bicycle/pedestrian movement
- Added or improved pedestrian crossings
- Added or improved bicycle/pedestrian pathways parallel to the roadway
- Vehicle turn-outs on rural roads with significant farm equipment traffic

Examples by Context: Urban, Suburban and Small Town Areas (Complete Streets):

- Added or improved sidewalks
- Intersection improvements
- Added or improved signage
- Added or improved striping to delineate between auto traffic and other modes (e.g., bike lanes)
- Added or improved transit stops along the roadway
- Removal of obstacles for bicycle/pedestrian movement
- Added or improved pedestrian crossings

Rural Areas (Complete Corridors):

- Intersection improvements
- Added or improved shoulders
- Added or improved signage
- Added or improved rumble strips and lane markings
- Added or improved bicycle/pedestrian pathways parallel to the roadway
- Vehicle turn-outs on rural roads with significant farm equipment traffic
- Added or improved transit stops along the roadway