2018 REGIONAL PROGRAM GUIDELINES

APPLICATION AND GUIDELINES RELEASE DATE: May 21, 2018
APPLICATIONS DUE: 4 p.m., Thursday, July 19, 2018

This document contains the guidelines for the Sacramento Area Council of Governments (SACOG) Regional 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.

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. Projects must be located within the four-county portion of the region.

Section 1 contains the 2018 Guidelines for the Regional Program. Page 4 provides the schedule for this funding round.

Section 2 contains application instructions for the 2018 Regional Program. Please note the Regional Program application itself is a separate document.

Section 3 contains the 2018 Regional Program evaluation guidance on addressing performance outcomes.

Check for program updates under the SACOG 2018 Regional Program website:
https://www.sacog.org/regional-program

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Reference Information

Schedule

Please note all dates are subject to change. To view the most recent information please go to: https://www.sacog.org/regional-program.

May 17, 2018	Call for projects approved by the SACOG Board
May 21, 2018	Applications available Process begins
July 19, 2018	**Project applications due by 4:00 p.m.**

During the review period that follows, the applications will be evaluated and programming recommendations for the various funding programs, including the Regional Program, will be made.

November 1, 2018	Staff presents recommended projects for funding to the SACOG Transportation Committee
November 15, 2018	SACOG Board publicly releases draft of funding recommendations
December 20, 2018	SACOG Board takes final action on recommended projects and determines final program funding amount
January 2019	Initiate programming and federal authorization request process, depending on fund type received. The earliest opportunity to receive funds is February 1, 2019

Program Contact

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

Garett Ballard-Rosa, Senior Planner
Phone: (916) 319-5183
E-mail: gballard-rosa@sacog.org

Section 1: Program Guidelines

This section addresses the policy and processes to be utilized for the competitive Regional Program. Application instructions may be found in Section 2.

Overview of Program

The merged Regional Program is SACOG's largest competitive program. It combines into a single program the Regional/Local and Bicycle & Pedestrian funding programs of the 2015 cycle. The emphasis of the program is to fund cost-effective transportation projects that realize the performance benefits of the MTP/SCS. 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 and provide regional benefits. This is accomplished through the funding of capital and lump-sum category projects included in the 2016 MTP/SCS. The policy framework adopted by the SACOG Board on May 17, 2018, provides the policy foundation for this program.

Goals of Program

The SACOG Board sets the goals of the program at the beginning of each funding round. The 2018 goals listed below provide the emphasis areas that the Working Group will consider in the evaluation of projects.

Emphasize Cost-Effective Programming Decisions

Longstanding Board direction places a programmatic emphasis on making the most cost-effective funding decisions, which is achieved by selecting projects that maximize performance outcomes and minimize project costs. Consideration will be given to projects for which the applicant has already funded initial phases with its own resources (i.e., planning, environmental, design, and/or right-of-way).

Leverage Regional Funds for Near-Term Project Development

Funding from broader competitive programs often require "shelf-ready" capital projects that are deliverable and thereby ready to utilize funding. In the Regional Program, a relatively small but strategically allocated portion of the total revenue may go to early project development efforts for projects included within the next 10 years of the 2016 MTP/SCS.

Target Projects with Demonstrated Performance Benefits

SACOG's Regional Program uses seven performance outcomes as part of the evaluation criteria. The 2018 Funding Round operationalizes, by performance outcome, a wide array of regional data into a robust series of performance measures for individual transportation projects, providing a consistent, uniform, and transparent data series. Project applicants are invited to complement this baseline series with additional data or analysis that would support the application.

Manage Assets and Maintain a State of Good Repair

The 2018 Regional Program will continue to include regional support for fix-it-first projects that address:

- Managing transportation assets and maintaining a state of good repair
- Complete streets/corridor elements that serve an existing or forecasted demand
- Innovative cost-effective practices to extend the life of existing assets, such as the use of recycled asphalt or rolling stock rehabilitation

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Target active transportation investments

Joining the prior Bicycle & Pedestrian and Regional/Local programs serves to mainstream active transportation investments in SACOG's largest funding program. To ensure the solidity of the merger, the 2018 Regional Program includes a minimum funding target for active transportation investments as set in the 2018 funding round's programming target.

Focus on Small or Medium-Sized Projects

SACOG's Regional Program is an important source of funding for capital and state of good repair projects. A challenge for this policy consideration is the limited number of projects that can be funded. For the federal and state funds that are available, program consideration will be made for small- and medium-sized projects. Project performance outcomes will be assessed relative to the funding request amount.

Support The Region's New Greenhouse Gas Reduction Target

The California Air Resources Board recently established new greenhouse gas (GHG) emission reduction targets for the SACOG region. The region's target for a 19 percent reduction by 2035 is conditional on the implementation of new, innovative pilot programs in the MTP/SCS that address specific conditions and challenges relating to GHG emission reductions. If funding and related policy commitments are not secured to support the programs, SACOG's target will be 18 percent.

Funding

Financial support for this and other SACOG 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 2016 MTP/SCS and the agency's more immediate priorities. The draft fund estimate for the 2018 Regional Program is $92,586,000. The overall selection of projects, across programs, is dependent on the funding and fund sources available.

Most of the projects selected for this and other SACOG programs must qualify for the federal/state funding sources available to SACOG. Federal funding requirements 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.

SACOG reserves the right to award less than the amount reserved for each funding program in a given funding cycle. Additionally, SACOG encourages project applicants to seek other sources of funding that may be available, and to demonstrate the ability to absorb any cost overruns and deliver the proposed project with no additional funding from the Regional Program.

Project Eligibility

Projects applying to the 2018 Regional Program must fall within the four-county (Sacramento, Sutter, Yolo, Yuba) region, and be listed in the 2016 MTP/SCS or fit within a lump-sum project category. Further, projects must be eligible for CMAQ, RSTP, or STIP funds.

Screening Projects Out

A full application must be submitted to SACOG staff to be considered for funding.

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

1. The project must be currently listed in the MTP/SCS or fit within a lump-sum project category. Non-exempt projects must align with SACOG's air quality conformity and greenhouse gas objectives. Non-exempt refers to any project not listed by the U.S. Environmental Protection Agency (USEPA) as an approved exemption from regional air quality analysis.

2. Projects must provide a minimum of 11.47% match in non-federal funds towards the project cost, as is required for all federal aid funding projects. In other words, for every $100,000 of total project cost (grant and match combined), the program will pay up to $88,530 for every $11,470 of match provided by the project applicant. State program funds that are supported by federal revenues (e.g., HSIP, HBR) may also be used to meet the matching requirements.

3. The project must be eligible for appropriate funding sources (i.e., CMAQ, RSTP, STIP).

4. The project must be scheduled to begin construction no later than April 2025, with preliminary engineering and environmental analysis scheduled within three years.

5. A request for construction funding must demonstrate that environmental, engineering, and right-of-way will be ready by the time funds are requested, and that the agency has the financial capacity for ongoing operations and maintenance.

SACOG staff will forward applications meeting all screening criteria to the Regional Program's project selection process.

Project Selection Process

The Regional Program evaluates applications across a series of related performance assessments. First, a group of engineers and other technical professionals, drawn from outside of SACOG, reviews each project scope with a focus on cost-effectiveness, deliverability, and eligibility. Next, each project receives a quantitative evaluation of performance outcome indicators provided through the project performance assessment (PPA) tool or transit agency Transit Asset Management (TAM) data. SACOG then convenes a working group comprised of both SACOG and outside agency staff. After individually reviewing and evaluating applications, the working group meets to rank and prioritize submitted projects.

Working Group prioritizes and ranks the projects

The Working Group prioritizes and ranks the projects through an iterative process that uses both quantitative and qualitative methods. The Working Group meets over several sessions and evaluates the projects against both the criteria listed in these guidelines and the pool of candidate projects. To establish project performance, the Working Group considers the project's cost effectiveness, deliverability, and context sensitivity, along with the project performance assessment outcomes, narrative responses, and application as a whole. Project costs and schedule estimates for environmental, engineering, right-of-way (ROW), and start-up construction must be believable, based on standards for similar projects. The project applicant must have a track record that demonstrates technical capacity and reliability for similar projects. Further, the applicant must demonstrate how the project is appropriate for the surrounding community's current and expected land uses and transportation needs, and considers complete streets and the range of current and future users.

Section 3 defines the seven general evaluation criteria used by the Working Group. Applicants should use Section 3 to understand the approach that the Working Group will take when considering the proposed project against the performance outcomes. Applicants should also consider this when selecting competitive projects. The seven performance outcomes are:

1. Reduce regional vehicle miles travelled (VMT) per capita
2. Reduce regional congested VMT per capita
3. Increase multi-modal travel/ alternative travel/ choice of transportation options
4. Provide long-term economic benefit within the region, recognizing the importance of sustaining both urban and rural economies
5. Improve goods movement, including farm-to-market travel, in and through the region
6. Significantly improve safety and security
7. Demonstrate "state of good repair" benefits that maintain and improve the existing transportation system

The Working Group will be looking for applications with supporting evidence of performance and need through the application and Project Performance Assessment tool or TAM data. Applicants **must** select three outcomes that are supportive of their project. Projects are evaluated on the three outcomes selected. These performance criteria support project evaluation across a breadth of size, scope, location, and context, where:

- Performance indicators are relative, so that project performance outcomes are assessed relative to project size.
- The project performance assessment compares projects to those of similar place types, following the direction of the MTP/SCS.

The compilation of projects recommended by the Working Group must meet the intentions of the Board-approved goals and priorities for the Regional Program. The Working Group recommendation, upon completion, will be provided to SACOG management staff for use in development of the final draft recommendation to the SACOG board of projects across the various funding programs. Selection and funding of projects is limited to the state and federal funding available at the time of programming action.

Implementation

Successful applicants who are awarded a grant will be asked to:

- Amend their project into the Metropolitan Transportation Improvement Program (MTIP) via SACTrak.
- Follow SACOG's delivery policy at the time of the award for obligating and spending the grant funds. The policy requires that project applicants honor the MTIP schedule and/or delivery commitment schedules for obtaining funds and implementing the phases of the project.
- 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.

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- Comply with the California Transportation Commission's State Transportation Improvement Program Guidelines; the Caltrans' Local Assistance Procedures Manual; and Caltrans' Local Assistance Program Guidelines.
- Comply with SACOG's delivery guidelines at the time of the award. SACOG makes SMF, RSTP, and CMAQ available on a first-come, first-served basis. STIP funds may not be as available. Some STIP funds may not be available until SFY 2024/25. The earliest opportunity to receive awarded funding is February 1, 2019.

When a project is programmed in the MTIP and is ready for implementation, the lead agency 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.

Many projects selected for the Regional Program will receive STIP funding. Projects receiving this funding will be included in the SACOG Regional Transportation Improvement Program (RTIP) that is submitted to the California Transportation Commission for approval. As such these projects will require supplemental information to be included prior to the grant award.

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Section 2: Application Instructions

This section outlines the requirements for applying for a 2018 Regional Program grant. Please read the instructions in this section along with the information in Section 1 above when preparing your grant request. Check for any program updates under the 2018 Regional Program link at the SACOG website: https://www.sacog.org/regional-program

Application Contents Description

Applicants must use the templates provided on the SACOG website. In the electronic submission, submit these application pieces as separate attachments, not as a single file. File names for application contents should include the reference number shown below, the applicant name, the project name, and the description of the item, e.g., 2. City of Paradise – Main Street Improvements - project app.

Ref. #	Application Content	Template provided by SACOG?	Applies to	Submitted as
1	Cover letter	No	All projects	PDF
2	SACOG Project Application	Yes	All projects	PDF
3	Project map	No	All projects	PDF
4	Project cross section	No	All roadway and trail projects	PDF
5	SACOG Simplified Project Programming Request	Yes	All projects	Excel
6	SACOG Engineer Cost Estimate	Yes	All projects	Excel
7	CMAQ Emissions Benefit Calculation	No	All projects with CMAQ-eligible scope	Excel or PDF
8a	Transit Asset Management Data	No	Transit vehicle replacements/equipment	Instructed by SACOG staff
8b	Project Performance Assessment: Data Table	Yes	All projects, except transit vehicle replacements	Excel
9	Optional letters of support and/or additional graphics	No	All projects, but is optional	PDF

All SACOG-provided templates are available on the Regional Funding Program website: https://www.sacog.org/regional-program

1. Cover letter

The cover letter must be on letterhead of the lead applicant and signed by the chief elected official of the governing body, chief executive officer, or designated official who has managerial authority over the application. Electronic signature is acceptable. The cover letter should acknowledge that the application is authorized by the jurisdiction or agency, provide the official name of the project, and identify a project manager. Any other content is optional. Please address the cover letter to the 2018 SACOG Funding Round Manager: Garett Ballard-Rosa, Senior Planner.

2. Project Application

Complete the Project Background section of the application. Then in the Performance Outcomes & Selection Considerations section, select three of the seven possible 2018 Regional Program performance outcomes. Answer the narrative questions for your three selected outcomes and delete or leave the sections for the other four outcomes blank. Projects will only be evaluated on the applicant-selected three outcomes. The application provides suggested lengths for question responses, but does not identify a required maximum or minimum length. If necessary, you may expand any of the application text boxes to fully answer the question, including into a new page.

In the narrative component of the application, the applicant can choose to include any additional data, studies, or documentation to support the relevant performance outcome, especially data the applicant feels is essential to describe the project conditions and purpose beyond data from the PPA tool.

3. Project Map

The map should include destinations highlighted in your performance outcomes and any other information necessary to understand project needs and benefits. The map should be set to print on an 8 ½ x 11-inch page. Transit agencies should provide a map of the location or specific transit route(s) affected by the proposed project or new vehicle purchases, if applicable, or of their service area for vehicle replacement or equipment requests that do not link to a specific geography.

4. Cross Section

For roadway or trail projects, include a typical cross section for your project. (*StreetMix is available if you do not already have these documents.*)

5. Simplified Project Programming Request (PPR)

Fill out the "project infomilestone" and "funding info" tabs to show how much funding you are requesting for your project. Note that this is a simplified version of the state PPR. On the "project info" tab you only need to complete the project milestone table. On the "funding info" tab, you only need to complete the proposed funding tables, not the existing funding tables (which are locked) or the specific route and identification numbers noted in row 5. If your project is recommended for funding and programmed with STIP funds, you will be asked to update the PPR with information required by the California Transportation Commission. STIP funds make up slightly less than one-third of the funding distributed through the program.

6. Engineer's Cost Estimate

Fill out the Engineer's Cost Estimate with your project information. Please use the Excel version available online. Attach completed excel sheet to project application.

7. Emissions Benefit Calculations for CMAQ Funding

Applicants are required to complete and attach a Congestion Mitigation and Air Quality (CMAQ) emissions benefits calculations on projects that include new bicycle and pedestrian facilities, carpool lanes, bus replacements and expansion, light rail replacement and expansion, and Park & Ride lots. CMAQ funds are intended to support projects that improve air quality and relieve congestion, and are more than one-third of the funding distributed through the Regional Program. A project may receive a mix of fund types (e.g. part CMAQ, part RSTP) if only part of the scope is CMAQ-eligible. SACOG reserves the right to ask applicants to complete the CMAQ emissions calculation at further stages of the evaluation. For assistance with the CMAQ emissions benefit calculations, please contact:

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José Luis Cáceres, Transportation Planner, SACOG
(916) 340-6218   JCaceres@sacog.org

8. Project Performance Data

8a. TAM Data

Transit agencies applying for transit vehicle replacements or equipment are required to submit Transit Asset Management (TAM) data. SACOG will provide further instructions to agencies on submitting their TAM information as part of the data submission process for the forthcoming TAM decision support tool.

8b. Project Performance Assessment Data Table

With the exception of projects falling under Section 8a, applicants to the 2018 Regional Program are required to attach a Project Performance Assessment (PPA) data table as part of the application. Transit agencies submitting requests for other types of projects (e.g., new service, new station, station improvements, etc.) are required to attach the PPA data table. The data table must be submitted as an excel file. Transit agencies should consult with SACOG staff in advance if unsure whether they are required to provide TAM data or the PPA data table as part of their project application.

PPA Tool Summary

- With the transit agency exception noted in Section 8a above, applicants applying to SACOG's 2018 Regional Program are required to input their project into the online Project Performance Assessment data tool as part of the application. The tool creates a project summary data table that the applicant attaches to the Regional Program application. The tool is a mandatory component of the application.

- Applicants can access the PPA tool through the following link: http://arcg.is/1eXqD5

- Projects with unique geographies (new facility, system wide investments, or any project not tied to a specific geography or facility) or projects whose primary benefits are to provide an alternative to an existing facility need to work with SACOG staff to create a custom geography in the PPA tool **in advance of the application deadline**. SACOG's contact for the PPA tool is Darren Conly, dconly@sacog.org

- The PPA tool provides the baseline data used in the Regional Program's quantitative performance assessment, which is one component of the project's overall evaluation. In the application, applicants select three of the seven performance outcomes for evaluation. Although allowed, applicants are not required to provide any additional data outside the PPA tool, save the three exceptions in Section 8c.

8c. Applicant-Provided Data - Exceptions

Applicants must input the following data into the online PPA tool if claiming the associated performance outcome, as noted below. If the applicant does not claim the associated performance outcome, put a "0" (zero) in those fields.

- **Annual Average Daily Traffic (AADT)** only applies to Performance Outcome #3 (multi-modal) and Performance Outcome #7 (State of Good Repair). If the applicant is not claiming either of those Performance Outcomes, put a "0" (zero) in the AADT field.

- **Speed limit** only applies to Performance Outcome #3 (multi-modal). If the applicant is not claiming that Performance Outcome, put a "0" (zero) in the speed limit field.

- **Pavement Condition Index (PCI)** only applies to Performance Outcome #7 (State of Good Repair). If the applicant is not claiming that Performance Outcome, put a "0" (zero) in the PCI field.

8d. How to Use the online Project Performance Assessment (PPA) Tool

Step 1: Open the online PPA tool

- Click on or copy this hyperlink into a browser: http://arcg.is/1eXqD5

Step 2: Create your project

- Click on the [icon] in the green bar at the top of the page as shown in the image below:

Step 3: Draw out your project in the Inputs Tab

Input Project Line*

- Zoom in to the location of your project on the map. Use the mouse to move around in the map and to zoom in.
- Select the line input project line type. (from left to right: straight, segmented, curvy)
    - o NOTE: draw the full extent of the project
    - o If your project extent is too large for the screen, the segmented [icon] (polyline) line input allows you to scroll while drawing a line
- The red trash bucket button will clear the entire segment.
- Each time you work on the segment you need to select an Input Project Line type button.
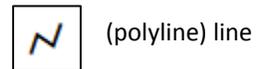
Step 4: Fill in your project's information in the Inputs Tab

- Enter a unique name of the project. The project name should match the project title of your application.
- Select the project type
- Enter the Jurisdiction/Agency that is the project applicant
- Input the user provided data (Pavement Condition Score, Vehicle Speed, Average Daily Traffic Volumes)
- The user-provided data is only evaluated if the applicant selects Outcomes #3 or #7 in the application. However, all projects need to input a number in these cells. In other words, if your project is **not** claiming Outcomes #3 or #7, you can simply put a "0" (zero) in these cells, but cannot leave blank. Projects claiming Outcomes #3 or #7 need to put the actual values.

Step 5: Execute the tool

- After you've reviewed the information for completeness and reviewed the segment to ensure it is correct, select the Execute Button at the bottom right of the input tab.
- NOTE: This may take a few minutes to run, please do not exit the page.

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Step 6: Review the Summary Table

- After hitting execute on the input tab the PPA tool creates a summary data table in the output tab (the tool will automatically navigate to the output tab once it finishes running)
- To open the summary table, click on the newly created link below the Output Excel line.
- In Microsoft Excel, **you need to click the 'enable editing' button on top of excel.** This form summarizes the project relative to the funding round indicators. This summary data table serves as the quantitative component of the funding round application.
- The third section of these guidelines and the separate PPA documentation provide guidance on how the working group will interpret the PPA data results.

Step 7: Final Step

- **Attach Data Table to the Regional Program Application**
  - Attach project's PPA data table (excel file output created in step 6) as part of your application to the Regional Program.
  - Please keep format of PPA data table as an excel file (i.e., do not convert to a .pdf)

To create a second project, navigate back to the input tab, hit the red trash icon to clear the project line. You also need to manually delete the inputs. Then start over from Step 1.

9. Optional Content

Project applicants may attach additional information to help the working group understand the significance of your project. This may include pictures of the project area, letters of support, and/or other exhibits related to your project. Do not send the letters of support directly to SACOG; instead, include any letters as part of the overall application. Do not attach completed local planning documents.

Applicant Reminders

1. Coordinate early: For non-city/county public agencies that are considering applying as the lead applicant, please coordinate early with the city or county in which the project area lies to establish a partnership/sponsorship.
2. Use the right templates: All SACOG-provided templates are available on the Regional Funding Program website: https://www.sacog.org/regional-program
3. Identify your PPA needs early: Work with SACOG in advance of application deadline if your project needs a custom PPA geography. The deadline to request a custom geography is 4:00 pm on Friday, July 13, 2018.
4. Submittal Deadline: By no later than **4:00 p.m. on Thursday, July 19, 2018,** please submit one (1) signed original and five (5) additional hard copies of the complete grant application, as well as one electronic (email) version of the application and corresponding attachments, as described in Section 2, Application Contents Description. Submit hard copy and email application materials to:
   Garett Ballard-Rosa, SACOG Funding Round Manager
   1415 L Street, Suite 300
   Sacramento, CA 95814
   Gballard-rosa@sacog.org

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Application checklist

Your application must include:

☐ 1. Cover letter signed by authorized official (scanned or electronic signature acceptable)

☐ 2. Complete project application. This includes selecting three outcomes of the following seven outcomes for evaluation, answering the associated narrative questions, and providing any additional data as part of the narratives (*see p. 11*):

   ☐ Outcome 1- Reduce regional VMT/capita
   ☐ Outcome 2- Reduce regional congested VMT/capita
   ☐ Outcome 3- Increase multimodal travel options
   ☐ Outcome 4- Provide long-term economic benefit
   ☐ Outcome 5- Improve goods movement
   ☐ Outcome 6- Improve safety and security
   ☐ Outcome 7- Demonstrate state of good repair

☐ 3. Project map

☐ 4. Cross section of project (only if applicable to your project)

*In the electronic submission, source files are required for documents #5-7. I.e., save and submit as **an excel workbook**, scanned versions are not acceptable. For the printed submission, the Project Programming Request only needs to include the project milestone tab and a single page of the Funding Info tab.*

☐ 5. SACOG Project Programming Request

☐ 6. SACOG Engineer's Cost Estimate

☐ 7. CMAQ Emissions Benefit Calculation (excel or PDF) (required for projects with the identified scope elements, optional for all others)

Select which data tool applies to your project type:

☐ 8a. Transit Asset Management Data for transit vehicle replacement and equipment projects. *Data should be submitted as instructed by SACOG staff.*

or

☐ 8b. Project Performance Assessment Tool-Data Table, as described in Section 8b. *In the electronic submission source files are required for the PPA table. I.e., save and submit as **an excel workbook**, scanned versions are not acceptable. In the printed submission you only need to include the summary table, not all tabs of the workbook.*

☐ 9. Optional additional attachments

   ☐ Letters of support, partnership, or commitment
   ☐ Pictures of the project area or other relevant exhibits

Section 3: 2018 Regional Local Program Evaluation Guidance

The 2018 Regional Program evaluates submitted applications across a series of performance assessments. The Regional Program includes seven performance outcomes as part of this evaluation. Of the seven performance outcomes, applicants choose the three that best fit their project. Projects are evaluated on the three outcomes selected.

This section provides guidance on how the working group will evaluate both the data and narrative components of the three selected performance outcomes using high, medium, and low performance ranges. In generating a high, medium, or low score, the assessment compares projects to those in similar place types. The table below shows the community type and regional average for every quantitative metric within each performance outcome in the PPA tool. Depending on the metric, a supportive score may be either lower or higher than the community type average, as shown in the third column of the table. In the application, the project sponsor may bring in any additional data or analysis as part of the narrative questions, to complement TAM data or quantitative metrics produced by the Project Performance Assessment tool.

What do the numbers mean?
SACOG has created the below summary table to help project sponsors/potential applicants interpret the results of the Project Performance Assessment data. The first column lists the seven performance outcomes used in the Regional Program. The second column lists the numeric indicators within each performance outcome. The guidelines provide more information on how the data indicators relate to performance outcomes (notably, how applicants are only evaluated on three of the seven outcomes and the indicator sets within each outcome).

Your project demonstrates performance potential, need, and/or benefit when it has indicator values that are stronger--either higher or lower--than other projects in similar areas. For most indicators, a supportive score will be numerically higher, as defined in the table's third column. For example, a project with higher congestion levels today (relative to projects in similar areas) demonstrates the need for a congestion mitigation project (thus supporting Performance Outcome #2 on congestion). Likewise, a project that improves access to a high number of jobs relative to similar place types is supportive of Performance Outcome #4, improving the economy. Note that the indicators on Vehicle Miles Travelled (VMT) and Pavement Condition Index (PCI) are the exception to this interpretation guidance: For VMT or PCI, a lower score is more supportive of the performance outcome or need. Finally, three indicators are used for project context, and do not have a high or low interpretation. These metrics are: (1) the complete street potential index for Outcome #7, and the (2) volumes and (3) speed indicator in Outcome #3. For more information on each metric, including evaluation guidance, please read the third section of the Regional Program guidelines referenced above.

Comparison to projects in similar areas
Projects will be evaluated against those in the same MTP/SCS community type, which is a classification SACOG uses in its long range transportation plan. The guidance table provides the average score by indicator of all projects in each community type in SACOG's current MTP/SCS, as noted in the table's final columns.

Project Performance Assessment (PPA) Tool Averages by Community Type								
Outcome	Metric	A supportive score is*…	Established	Corridor	Developing	Rural Residential	Ag/Other	Regional Average
Outcome #1 - Reduce VMT	**VMT/Capita**	Lower	17.5	13.5	21.7	28.8	31.1	18.3
	Net Jobs (EMP) + Dwelling Units (DU) per acre	Higher	6.1	16.8	2.2	0.3	0.4	3.1
	Change VMT/ capita	Lower/Negative values	-6.4%	-11.1%	-7.6%	-2.0%	-1.9%	-6.4%
	Net Density Increase	Higher	16%	31%	152%	10%	0%	31%
Outcome #2 - Reduce Congestion	**Buffer area CVMT/VMT**	Higher	4.6%	5.44%	5.0%	0.85%	3.0%	4.1%
	% growth DU + EMP	Higher	24%	57%	313%	12%	0%	40%
Outcome #3 - Increase Multimodal	**3- or 4-way intersections per acre**	Higher	0.11	0.16	0.02	0.01	0.00	0.03
	Bike lanes + paths/ total road mileage	Higher	17.4%	22.5%	10.2%	1.7%	1.6%	9.7%
	AADT	Context	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table
	Posted Speed Limit	Context	n/a	n/a	n/a	n/a	n/a	n/a
	Transit vehicle stops per acre	Higher	0.19	1.21	0.00	0.00	0.00	0.06
	T/B/W future mode share	Higher	12%	29%	7%	3%	4%	13%
Outcome #4 - Support Economy	**Transit + Drive Job Access**	Higher	410,933	527,887	266,223	181,067	164,173	403,102
	2012 K-university enrollment per net acre	Higher	1.1	3.1	0.2	0.0	0.0	0.21
	% Emp growth	Higher	41%	49%	290%	18%	0%	49%
	% Ag Acres current	Higher	5%	4%	55%	15%	48%	41%
	% Change in Ag Acres	Higher/No change	-20%	-60%	-13%	-1%	0%	-1%
Outcome #5 - Freight	**% Commercial VMT**	Higher	17%	42%	14%	11%	17%	19%
	Commercial CVMT/ Commercial VMT	Higher	4%	3%	4%	3%	1%	4%
	% Industrial Jobs	Higher	18%	8%	30%	20%	37%	16%
Outcome #6 - Safety	**Total Collisions/ 1 million VMT**	Higher	0.72	0.90	0.42	0.53	0.40	0.70
	% Fatal Collisions (All Roads)	Higher	1.7%	1.3%	3.4%	3.6%	4.6%	2.0%
	% Bike/Ped Collisions	Higher	14%	18%	7%	4%	3%	14%
Outcome #7 - Maintenance	**PCI**	Lower	n/a	n/a	n/a	n/a	n/a	n/a
	AADT	Higher	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table	Volume Ref Table
	Complete Street Potential Index	Context	relative	relative	relative	relative	relative	relative
Equity	**LIHM Population**	Higher	n/a	n/a	n/a	n/a	n/a	n/a
	% LIHM Population	Higher	31%	56%	14%	6%	11%	30%

*Your project demonstrates performance potential/need when it has indicator values that are stronger--either higher or lower--than the average values in similar areas (i.e. MTP/SCS Community Types).

Traffic Volume Reference Table	Base Year AADT* by Community Type and Road Type					Region Average
Road Type	AG and Other	Corridor	Developing	Established	Rural Residential	
Freeway (Mixed Flow)	22,924	60,350	38,009	46,577	29,471	**46,774**
Expressway	11,952	30,864	15,753	23,165	14,755	**17,397**
Major Arterial	6,041	14,578	7,097	13,594	9,530	**13,434**
Major Arterial	6,041	14,578	7,097	13,594	9,530	**13,434**
Minor Arterial	2,210	6,631	4,159	6,181	7,395	**6,145**
Collector	506	2,614	1,327	2,251	999	**1,903**
Rural Highway	5,095	11,009	7,958	5,903	6,970	**5,382**
Rural Arterial	1,049	2,616	2,120	2,748	1,974	**1,867**

*Based on SACSIM15 modeled traffic volumes

Outcome #1 – Reduce regional VMT/capita

Project Performance Evaluation

1.1. *Does the project serve an area that currently has low VMT per capita compared to similar areas?*	
Project serves an area that currently has low VMT per capita	High
Project serves an area that currently has medium VMT per capita	Medium
Project serves an area that currently has high VMT per capita	Low
1.2. *Does the project serve an area with high employment and/or residential density compared to similar areas?*	
Project serves an area with high employment and/or housing density	High
Project serves an area with medium employment and/or housing density	Medium
Project serves an area with low employment and/or housing density	Low
1.3. *Does the project support an area significantly decreasing its VMT per capita through time compared to similar areas?*	
Project serves an area projected to have significantly reduced VMT per capita	High
Project serves an area projected to have the same or somewhat reduced VMT per capita	Medium
Project serves an area projected to have increased VMT per capita	Low
1.4. *Does the project serve an area with planned increases in density compared to similar areas?*	
Project serves an area projected for significant increases in housing and/or employment density in the future	High
Project serves an area projected for moderate increases in housing and/or employment density in the future	Medium
Project serves an area projected for no or low increases in employment and/or housing density in the future	Low

Narrative response

1.N. *How effective will the proposed project be in helping to realize VMT reductions projected in the MTP/SCS by reducing the number and/or length of vehicle trips?*	
The project shows strong potential to help reduce VMT in the project area	High
The project shows moderate potential to help reduce VMT in the project area	Medium
The project is less or not likely to help reduce VMT in the project area	Low

Outcome #2 – Reduce regional congested VMT/capita

Project Performance Evaluation

2.1. *How severe is current congestion in the project area compared to similar areas?*	
The roadway and surrounding project area have a high ratio of congested VMT to VMT	High
The roadway and surrounding project area have a medium ratio of congested VMT to VMT	Medium
The roadway and surrounding project area have a low ratio of congested VMT to VMT	Low
2.2. *To what extent is the project area projected to have growth that could increase future congestion compared to similar areas?*	
Buffer area of the project is projected for a high percentage of growth in dwelling units and/or employment	High
Buffer area of the project is projected for a moderate percentage of growth in dwelling units and/or employment	Medium
Buffer area of the project is projected for a low percentage of growth in dwelling units and/or employment	Low

Narrative response

2.N. *How effective will the proposed design elements/treatments be at addressing congestion in the project area?*	
The proposed design elements/treatments are highly cost-effective and appropriate to address congestion	High
The proposed design elements/treatments are moderately cost-effective and appropriate to address congestion	Medium
The proposed design elements/treatments are less or not cost-effective nor appropriate to address congestion	Low

Outcome #3 – Increase multimodal travel options

Project Performance Evaluation

Set #1: Increase biking

3.1.1. *To what extent is the project in, or add, to an area supported by a network of dedicated bike facilities compared to similar areas?*	
The proportion of existing bike lanes & paths (Class I, II, and IV) to total roadway mileage is high	High
The proportion of existing bike lanes & paths (Class I, II, and IV) to total roadway mileage is moderate	Medium
The proportion of existing bike lanes & paths (Class I, II, and IV) to total roadway mileage is low	Low

3.1.2. *To what extent is facility conducive to bike travel?* *This indicator uses the current conditions (traffic volumes and AADT) to suggest when a more separated bikeway/facility is needed in the project to support a lower traffic stress environment.*	
The project will be highly conducive to a lower traffic stress environment for people biking	High
The project will be moderately conducive to a lower traffic stress environment for people biking	Medium
The project will be less conducive to a lower traffic stress environment for people biking	Low
3.1.3. *Does project serve an area projected to increase bike/pedestrian/transit mode share compared to similar areas?*	
The project area is projected for a high increase in bike/pedestrian/transit mode share	High
The project area is projected for a moderate increase in bike/pedestrian/transit mode share	Medium
The project area is projected for a low increase in bike/pedestrian/transit mode share	Low

Set #2 Increase walking

3.2.1. *To what extent is the project in, or add, to an area with high street connectivity to encourage walking compared to similar areas?*	
Number of intersections (three or four-way) per acre is high	High
Number of intersections (three or four-way) per acre is moderate	Medium
Number of intersections (three or four-way) per acre is low	Low
3.2.2. *Does project serve an area projected to increase bike/pedestrian/transit mode share compared to similar areas?*	
The project area is projected for a high increase in bike/pedestrian/transit mode share	High
The project area is projected for a moderate increase in bike/pedestrian/transit mode share	Medium
The project area is projected for a low increase in bike/pedestrian/transit mode share	Low

Set #3: Increase transit use

3.3.1. *To what extent does the project support an area with productive transit service compared to similar areas?*	
The project area has high-frequency transit service	High
The project area has somewhat regular transit service	Medium
The project area has infrequent transit service	Low
3.3.2. *Does project serve an area projected to increase bike/pedestrian/transit mode share compared to similar areas?*	
The project area is projected for a high increase in bike/pedestrian/transit mode share	High

The project area is projected for a moderate increase in bike/pedestrian/transit mode share	Medium
The project area is projected for a low increase in bike/pedestrian/transit mode share	Low

Narrative response

3.N. *How effectively will the proposed project contribute to increased biking, walking, and/or transit use?*	
The proposed project is very likely to increase the rate of people walking, biking, and/or taking transit through increased connections and user experience	High
The proposed project is somewhat likely to increase the rate of people walking, biking, and/or taking transit through increased connections and user experience	Medium
The proposed project is less or not that likely to improve the user experience for people walking, biking and/or taking transit through increased connections and user experience	Low

Outcome #4 – Provide long-term economic benefit

Project Performance Evaluation

Set #1: Accessibility

4.1.1. *To what extent does the project support job accessibility compared to similar areas?*	
The project area has a high number of jobs accessible by driving and/or transit	High
The project area has a moderate number of jobs accessible by driving and/or transit	Medium
The project area has a low number of jobs accessible by driving and/or transit	Low
4.1.2. *To what extent does the project support accessibility to educational facilities compared to similar areas?*	
The project area has a high density of enrollments in educational facilities	High
The project area has a moderate density of enrollments in educational facilities	Medium
The project area has a low density of enrollments in educational facilities	Low
4.1.3. *Does the project serve a fast growing employment area compared to similar areas?*	
Project serves an area projected for significant employment growth	High
Project serves an area projected for moderate employment growth	Medium
Project serves an area projected for low employment growth	Low

Set #2: Agricultural Economy

4.2.1. *To what extent does the project support the agricultural economy?*	
Proportion of current acres in agriculture is high	High
Proportion of current acres in agriculture is moderate	Medium
Proportion of current acres in agriculture is low	Low
4.2.2. *Does project serve an area projected in the MTP/SCS to stay in agriculture?*	
Project serves an area projected to convert little or no agricultural acres	High
Project serves an area projected to convert a moderate amount of agricultural acres	Medium
Project serves an area projected to convert a significant amount of agricultural acres	Low
4.2.3. *Does the project serve a fast growing employment area compared to similar areas?*	
Project serves an area projected for significant employment growth	High
Project serves an area projected for moderate employment growth	Medium
Project serves an area projected for low employment growth	Low

Narrative response

4.N. *How effectively will the proposed project support local economic development goals or strategies through prosperity, place-based, or sector-specific approaches?*	
The proposed project is very likely to support economic prosperity	High
The proposed project is somewhat likely to support economic prosperity	Medium
The proposed project is less or not that likely to support economic prosperity	Low

Outcome #5 – Improve goods movement

Project Performance Evaluation

5.1. *Does the project serve, or connect to, a corridor used by goods movement compared to similar areas?*	
Project serves an area that has a high proportion of commercial VMT	High
Project serves an area that has a moderate proportion of commercial VMT	Medium
Project serves an area that has a low proportion of commercial VMT	Low
5.2. *Does the project serve an area that is congested for commercial travel compared to similar areas?*	
Project serves an area with high commercial congestion	High
Project serves an area with moderate commercial congestion	Medium
Project serves an area with low commercial congestion	Low

5.3. *Does the project serve an area with freight-dependent jobs compared to similar areas?*

Project serves an area with a high proportion of freight-dependent jobs	High
Project serves an area with a moderate proportion of freight-dependent jobs	Medium
Project serves an area with a low proportion of freight-dependent jobs	Low

Narrative response

5.N. *How well will the proposed project help provide lasting improvements to goods movement serving the local economy or inter-regional freight flows?*

The project is very likely to improve freight movement while recognizing other users	High
The project is somewhat likely to improve freight movement while considering other users	Medium
The project is less or not likely to improve freight movement and does not consider other users	Low

Outcome #6 – Improve safety and security

Project Performance Evaluation

6.1 *Does the facility have a high rate of collisions compared to similar areas?*

Project serves a facility with a high rate of collisions	High
Project serves a facility with a moderate rate of collisions	Medium
Project serves a facility with a low rate of collisions	Low

6.2. *Does the facility have a high rate of fatal collisions compared to similar areas?*

Project serves a facility with a high rate of fatal collisions	High
Project serves a facility with a moderate rate of fatal collisions	Medium
Project serves a facility with a low rate of fatal collisions	Low

6.3. *Does the facility have a high rate of collisions involving pedestrians or cyclists compared to similar areas?*

Project serves a facility with a high proportion of bike/ped collisions	High
Project serves a facility with a moderate proportion of bike/ped collisions	Medium
Project serves a facility with a low proportion of bike/ped collisions	Low

Narrative response

6.N. *How well will the proposed project help mitigate or eliminate safety issues in the project area?*

The project is very likely to promote improved travel safety	High
The project is somewhat likely to promote improved travel safety	Medium
The project is less or not that likely to promote improved travel safety	Low

Outcome #7 – Demonstrate State of Good Repair Benefits

Project Performance Evaluation

Set #1: Roadway Project

7.1.1. What is the pavement condition of the facility?	
Project serves a facility with very poor pavement condition	High
Project serves a facility with moderately poor pavement condition	Medium
Project serves a facility with adequate pavement condition	Low
7.1.2. What is the use of the roadway compared to similar areas?	
Project serves a facility with high AADT relative to similar areas	High
Project serves a facility with moderate AADT relative to similar areas	Medium
Project serves a facility with low AADT relative to similar areas	Low
7.1.3. What level of transportation needs are created by the surrounding land uses in the project area? *This indicator uses information about the project area to suggest what type of multimodal facilities the project should include in its scope. The analysis does not attach a high/medium/low score, but facilities with higher values in this indicator should consider more multimodal treatments along the project extent.*	

Set #2: Transit Project

7.2.1. For the type of vehicle being requested, what percent of the agency's revenue vehicles exceed the FTA's default useful life benchmark (ULB)?	
The agency's fleet has a high percentage of revenue vehicles that are past their ULB	High
The agency's fleet has a moderate percentage of revenue vehicles that are past their ULB	Medium
The agency's fleet has a low proportion of revenue vehicles that are past their ULB	Low
7.2.2 For the vehicles being requested, to what extent will the project replace vehicles past their useful life (i.e., high-mileage vehicles and/or vehicles with expiring CNG tasks)?	
The project replaces vehicles with very high mileage and/or expiring CNG tanks	High
The project replaces vehicles with moderately high mileage, or a mixture of very high mileage vehicles with moderate-to-lower mileage vehicles	Medium
The project replaces vehicles with lower mileage	Low
7.2.3. To what extent does the agency already have funding secured to help cover vehicle replacement costs?	
The project sponsor has a low amount of funding secured to purchase vehicles	High
The project sponsor has a moderate amount of funding secured to purchase vehicles	Medium
The project sponsor has a high amount of funding secured to purchase vehicles	Low

Narrative response

Set #1: Roadway Project

7.N. *How well will the proposed project provide sustaining improvements to the transportation system for existing and future users?*	
The project is very likely to preserve and extend state of good repair and serve existing and future transportation needs across modes	High
The project is somewhat likely to preserve and extend state of good repair and serve existing and future transportation needs across modes	Medium
The project is unlikely to preserve and extend state of good repair and serve existing and future transportation needs across modes	Low

Set #2: Transit Project

7.N. *To what extent will the proposed project contribute to transit in the context of state of good repair, future service planning, and changes in the transit industry?*	
The project addresses an immediate and critical need for vehicle replacements or equipment/is very likely to preserve and extend the agency's state of good repair and serve existing and future transportation needs.	High
The project addresses a moderate need for vehicle replacements or equipment/is moderately likely to preserve and extend the agency's state of good repair and serve existing and future transportation needs.	Medium
The project addresses a less urgent need for vehicle replacements or equipment/ is somewhat likely to preserve and extend the agency's state of good repair and serve existing and future transportation needs.	Low