

# *Joint 2024 Ped/Bike and ACR/TDM Calls for Projects*

Applicant Workshop

June 13, 2024



# AGENDA

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1. Joint CFP Process
2. Ped/Bike CFP
3. ACR/TDM CFP
4. General Application Tips
5. Joint CFP Schedule
6. Contact & Links



# JOINT CFP PROCESS

## Call for Projects Released

- Both Ped/Bike and ACR/TDM CFPS released on June 10, 2024



## Call for Projects Workshop

- TA staff host a workshop with eligible project sponsors – June 13, 2024



## Optional Pre-submittal Meeting

- Fill out the Notice of Intent to Submit Survey by July 3, 2024 (Note this mandatory for TA Technical Assistance requests & reduced match requests)



## Evaluation & Awards

- Evaluation Committee reviews applications
- Draft awards presented to the TA Board
- Final program adopted

**Pre-submittal Meetings: Mid-July**

**[Notice of Intent to Submit Survey Link](#)**



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# Cycle 7 Pedestrian & Bicycle Program Call for Projects



# PROGRAM OVERVIEW

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- 3% of Measure A Program
- 5% of Measure W Program
- Funds specific projects to encourage walking and bicycling
- Project applications, guidelines and evaluation criteria have been updated to reflect the Strategic Plan 2020-2024.



# PROGRAM FUNDING

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- **Approximately \$19 million available for Cycle 7**
  - Large Capital Projects - \$12 million
  - Small Capital/Quick Build Projects - \$6 million
  - Planning & Promotions - \$475,000
  - Safe Routes to School - \$475,000 (administered by [SMCOE](#))



# ELIGIBLE PROJECT TYPES

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- Small Capital Projects (All phases eligible)
  - Under \$1 million request + matching funds
- Large Capital Projects (All phases eligible)
  - Over \$1 million request + matching funds
- Planning and Promotions
  - Bike/Ped Plans, corridor studies, bike to work day, safety events, etc.
- Safe Routes to School
  - Funds were allocated to the County Office of Education in June.



# PROGRAM GUIDELINES

Program Guideline	Recommendations
Matching Funds – All Categories	<p><b>Standard Match:</b> Require a minimum match of 10% for project/program applications in all sub-categories.</p> <p><b>Equity-based Match:</b> Require a reduced minimum match of 5% for project/program applications based primarily in MTC Equity Priority Communities, C/CAG Equity Focus Areas, and Re-Imagine SamTrans Transportation Equity Zones.</p>
General Guidelines – Maximum project cost	<p><b>Capital – Large Projects:</b> \$2 million</p> <p><b>Capital – Small Projects:</b> \$909,090 with standard match / \$952,380 with equity-based reduced match</p> <p><b>Planning and Promotions:</b> \$100,000</p> <p><b>Total awards per sponsor for this CFP:</b> \$5 million</p>
General Guidelines - # of applications	Jurisdictions are limited to sponsoring and submitting up to 3 applications per Call for Projects cycle.
Eligible Sponsors	Cities/Towns, County, C/CAG, Commute.org, Public Transit Agencies that operate in San Mateo County





# AWARD CONDITIONS

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- Leveraging Competitive Grant Program Funding
  - TA funding is contingent on the outcome of any other competitive application identified by the project sponsor
  - Funding agreements will not be signed until other programs have announced grant awards
    - Projects listing competitive grant funds as match to TA funds: If the funds are not received, TA funding will be re-allocated to the next highest ranked eligible project.
    - Projects fully funded by other competitive grants: If a project is awarded other competitive funding to fully fund the project, TA funding will be re-allocated to next highest ranked eligible project.



# TIMELY USE OF FUNDS

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- Planning and Promotions Category
  - 2 years for planning studies and promotional programs
- Capital Projects Category
  - 2 years for pre-construction activities (PLAN, PAED, PS&E phases)
  - 3 years for construction activity (ROW, CON phases)
  - Total of 5 years allowed if both pre-construction and construction are part of allocated work scope



# APPLICATION PROCESS

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1. Review the Application Instructions document
2. Select the appropriate application for either Capital (infrastructure) or and Planning and Promotions (non-infrastructure) projects
3. Note some questions will be filled in by TA staff after submission for quantitative placed-based metrics
4. Use the online tools to provide data to aid quantitative scoring of projects
5. Submit all applications and all attachments labeled appropriately (“Attachment A\_”) to the project specific DropBox you will be provided



# APPLICATION MATERIALS

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Materials Needed will be posted to the [TA CFP Webpage](#):

- 1. Cycle 7 CFP Guidelines**
- 2. Fillable Word Application (Capital or Planning/Promotions)**
- 3. Application Instructions**
- 4. Evaluation Scoring Rubric (Capital or Planning/Promotions)**
- 5. Sample Governing Board Resolution**



# APPLICATION SUBMISSION


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Submitted Materials are due by August 30, 2024 at 4:00 PM, including :

- 1. Application**
- 2. Attachment A: Cover Letter & Resolution**
- 3. Attachment B: Letters of Support/Community Engagement Documentation**
- 4. Attachment C: Site Photos**
- 5. Attachment D: SMCTA Call for Projects Portal Zip File Export**
- 6. Attachment E: CA ARB GHG Reduction & VMT Impact Form**
- 7. Attachment F: Cost Estimates**
- 8. Attachment G: TIMS ATP Map and Summary Export**



# ONLINE TOOLS

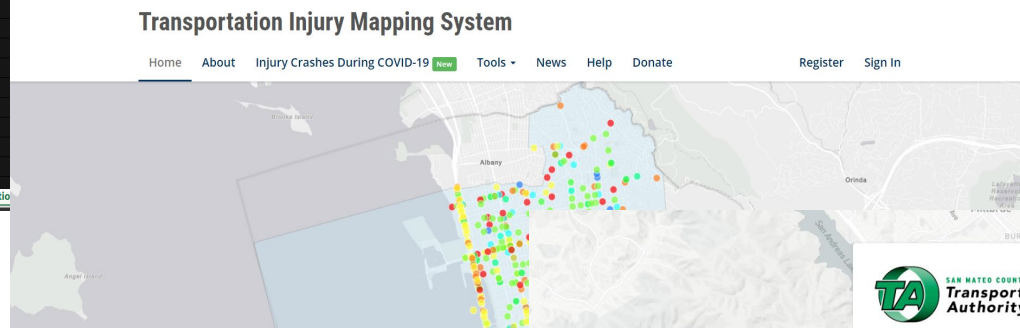


California Air Resources Board  
Benefits Calculator Tool for the  
Affordable Housing and Sustainable Communities Program  
California Climate Investments

**Note to Applicants**  
A step-by-step user guide, including a project example, for this Benefits Calculator Tool is available [here](http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/sgc_ahsc_userguide_110119.pdf) ([www.arb.ca.gov/cc/capandtrade/auctionproceeds/sgc\\_ahsc\\_userguide\\_110119.pdf](http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/sgc_ahsc_userguide_110119.pdf))

New Active Transportation Facilities and Programs										VMT and Emission		
New Facility or Program Type	Name or Location	First Year Operational	One-way Facility Length (miles)	Average Daily Traffic (trips/day)	University Town with Population < 250,000?	Key Destinations within 1/4 Mile	Key Destinations within 1/2 Mile	Bike Share Energy Consumption (KWh/mile)	Average Cost of Bike Share Trip (\$)	Bike Share Trips in Year 1	Passenger VMT Reductions (miles)	GHG Emiss. Reduc. (MTC)
Walkway	UC Berkeley - SafetREC											

## CA Air Resources Board VMT/GHG Calculator



**Transportation Injury Mapping System**

Home About Injury Crashes During COVID-19 **New** Tools News Help Donate Register Sign In

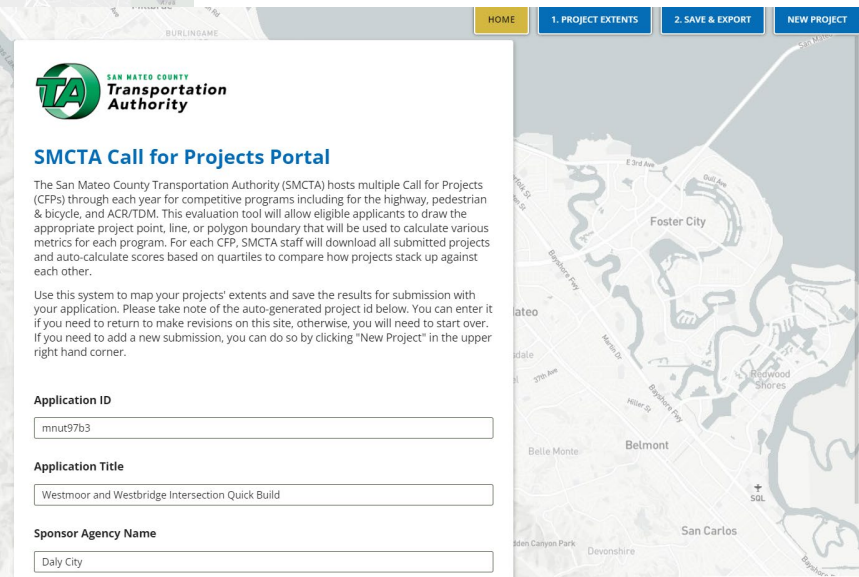
## TIMS ATP Maps & Summary Data

**About TIMS**

The Transportation Injury Mapping System (TIMS) has been developed over the past five-plus years by SafeTREC to provide quick, easy and free access to California crash data, the State Integrated Traffic Records System (SWITRS), that has been coded by SafeTREC to make it easy to map out crashes.

[Learn More](#)

## SMCTA Call for Projects Portal



**SMCTA Call for Projects Portal**

The San Mateo County Transportation Authority (SMCTA) hosts multiple Call for Projects (CFPs) through each year for competitive programs including for the highway, pedestrian & bicycle, and ACR/TDM. This evaluation tool will allow eligible applicants to draw the appropriate project point, line, or polygon boundary that will be used to calculate various metrics for each program. For each CFP, SMCTA staff will download all submitted projects and auto-calculate scores based on quartiles to compare how projects stack up against each other.

Use this system to map your projects' extents and save the results for submission with your application. Please take note of the auto-generated project id below. You can enter it if you need to return to make revisions on this site, otherwise, you will need to start over. If you need to add a new submission, you can do so by clicking "New Project" in the upper right hand corner.

**Application ID**  
mnut97b3

**Application Title**  
Westmoor and Westbridge Intersection Quick Build

**Sponsor Agency Name**  
Daly City



# EVALUATION CRITERIA

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- Scoring of each application question ties directly to the Strategic Plan 2020-2024 evaluation criteria.
- Scoring panel will include TA staff, two representatives from the C/CAG bicycle and pedestrian and advisory committee (BPAC) as well as transportation planners/engineers familiar with bike/ped projects.

Scoring Criteria	Total Points
Need	19
Effectiveness	42
Sustainability	14
Readiness	15
Funding Leverage	10
<b>Total Points</b>	<b>100</b>



# EVALUATION SCORING

- Evaluation Scoring Rubrics are available on the CFP web page that detail the information needed to receive the maximum amount of points on each questions.


**2022 CYCLE 6 MEASURE A & W  
PEDESTRIAN AND BICYCLE PROGRAM  
CALL FOR PROJECTS**

**3. PROJECT NEED (0-19 points)**

**PN-1: Need for Safety Improvements/enhancement**


Existing Site Conditions: Describe the general existing site conditions and active transportation needs/deficiencies that this project aims to address. Support narrative with relevant site photos and photo captions in Attachment C: Site Photos.

Is the project located on the C/CAG Youth-based High Injury Network?  Yes  No

Is the project located in a safety hotspot? Support to be provided in Attachment G: TIMS ATP Maps and Summary Data Printout.  Yes  No

Describe the documented safety conditions in the project area.

**Capital Application**


**MEASURE A & W PEDESTRIAN AND BICYCLE PROGRAM FY23-24  
CALL FOR PROJECTS  
Issued on August 4, 2022**

*Instructions to Reviewer*

**PN-1: Need for safety improvement/enhancement**

Criteria	Scoring Instructions	Points to Assign
Full Credit	All the following must be met: 1. Applicant provides detailed description of current site and safety conditions AND 2. Project is located at a safety hotspot where a higher percentage of the jurisdiction's total bicycle and pedestrian related collisions have occurred AND 3. Project is located on the <a href="#">C/CAG Youth-Based High Injury Network</a> 4. Site photos and TIMS ATP Printout or Ped/Bike Plan collisions map AND C/CAG Youth-based High Injury Network are included in the application.	5
Partial Credit - High	All of the following must be met: 1. Applicant provides detailed description of current site and safety conditions AND 2. Project is located at a safety hotspot where a higher percentage of the jurisdiction's total bicycle and pedestrian related collisions have occurred AND 3. Site photos and TIMS ATP Printout or Ped/Bike Plan collisions map are included in the application.	4
Partial Credit - Low	All the following must be met: 1. If the project is <u>not</u> located at a safety hotspot, the applicant has adequately described how the site conditions match conditions where severe or fatal collisions have been documented elsewhere in San Mateo County AND 2. Site photos and TIMS ATP Printout are included in the application.	2
No Credit	None of the above conditions were met.	0

**Capital Scoring Rubric**





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# Cycle 2 Alternative Congestion Relief & Transportation Demand Management Program Call for Projects



# PROGRAM OVERVIEW

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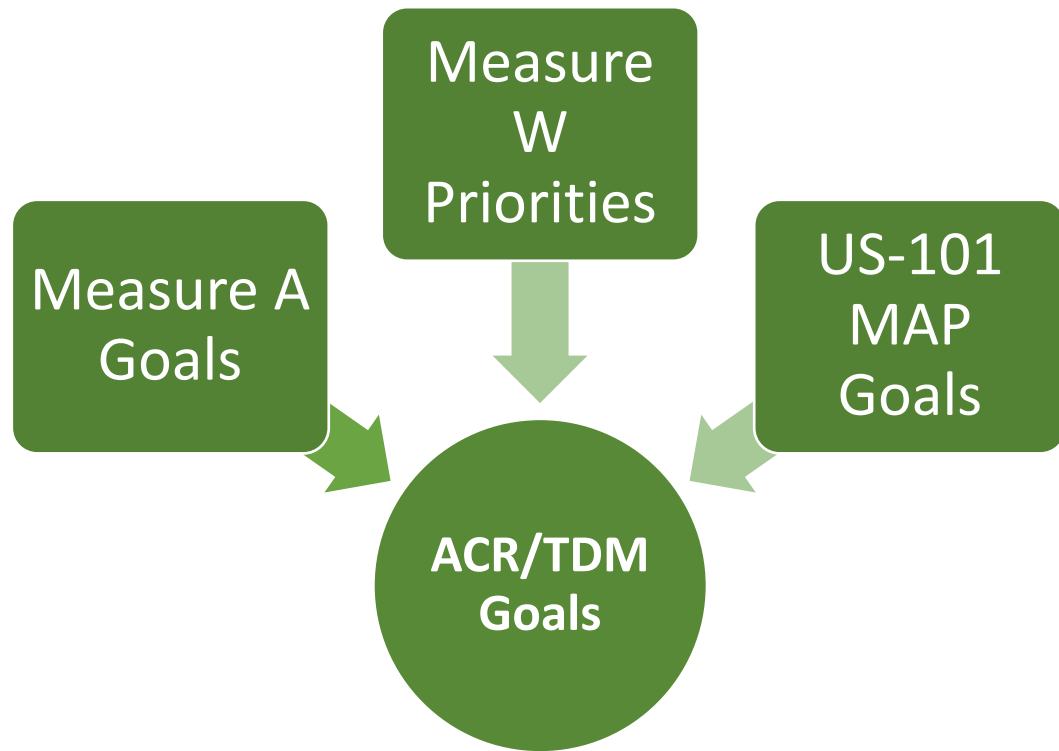
## ***ACR/TDM Definition:***

*Alternative Congestion Relief (ACR) and Transportation Demand Management (TDM) are strategies that encourage the use of **sustainable transportation options** and **enhance mobility**. ACR/TDM initiatives work toward **ensuring that people's trips are safe, reliable, and convenient while discouraging driving, managing congestion, and reducing vehicle miles traveled (VMT)**.*



# PROGRAM OVERVIEW

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1. Provide Congestion relief
2. Increase Sustainable Transportation Options
3. Promote Sustainability & Health
4. Encourage Economic Development Opportunities
5. Invest Funding Equitably

# PROGRAM CATEGORIES

	Funding Category	Definition
1.	Intelligent Transportation Systems (ITS)	Provides funds for the planning and design of ITS systems for improved highway/transit capacity
2.	Commute.org Operations (Direct Allocation)	Continue to fund Commute.org's operations and shuttle administration programs.
3.	Countywide TDM Monitoring Program (Direct Allocation)	Create a Countywide TDM Monitoring Program through Commute.org to assist with monitoring of C/CAG's TDM requirements for developers.
4.	ACR/TDM Planning Funds	Provides funding for developing TDM plans and policies at the local jurisdiction level.
5.	TDM Competitive Funds	Set aside to be distributed on a competitive basis for TDM projects and programs



# PROGRAM CATEGORY

## 1. Intelligent Transportation System (ITS)

Competitive funds for the **planning and design\*** of ITS systems for improved highway/transit capacity.

*\*Funding will be needed for implementation and construction*

### Example projects or programs:

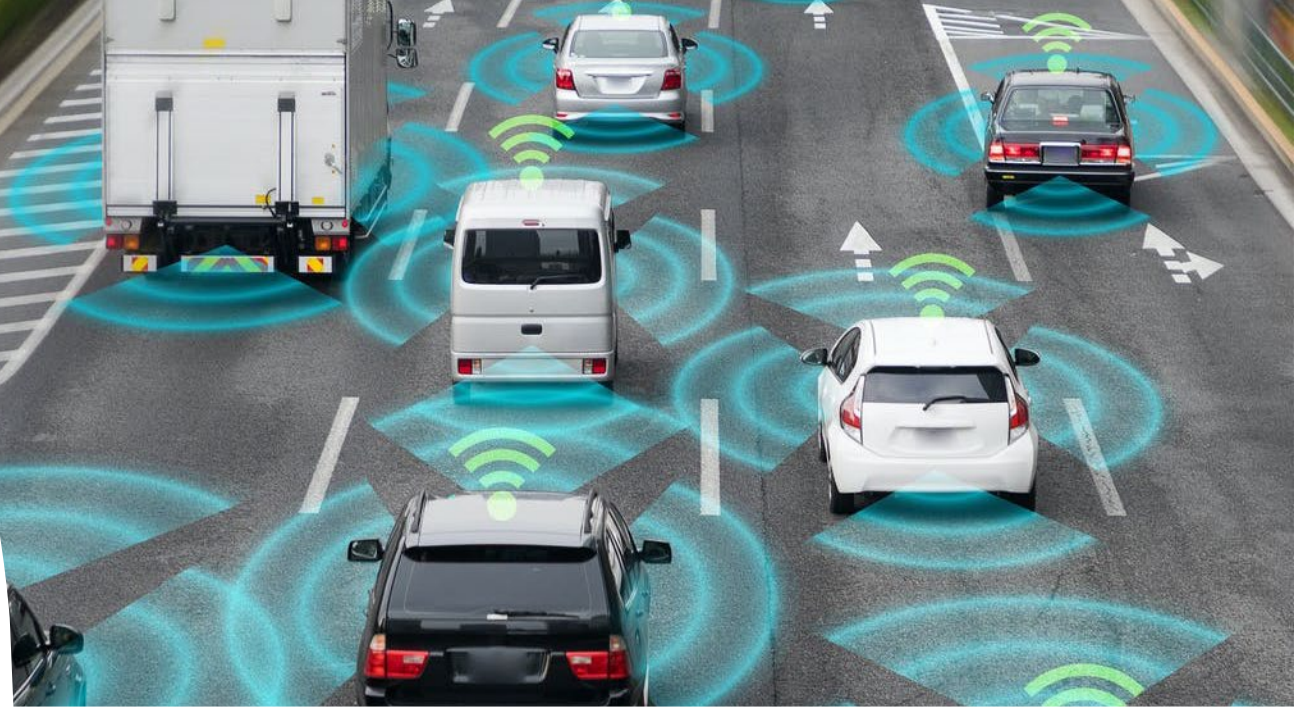
Mobility Hub and Smart Corridor Plans

Data Purchasing

Real Time Information Plans

Dynamic Parking Signs Plans

AV and Shared AV (pilot programs)



# PROGRAM CATEGORY

## 4. ACR/TDM Planning Funds

Competitive funds for developing TDM plans and policies at the local jurisdiction level. Additional plans that support the development of projects that are eligible for the ACR/TDM competitive projects category are also eligible.

### Example projects or programs:

TDM Plans

TMA Feasibility Studies

City TDM Requirements (ordinances)

Bike Parking Plans

Wayfinding Plans



# PROGRAM CATEGORY

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## 5. TDM Competitive Funds

Competitive funding for TDM projects and programs.

### **Example projects or programs:**

E-bike purchase or subsidies

Bike Parking

Safe Routes to School Spot Treatments

Transit Passes

Wayfinding

Bike & Pedestrian Spot Treatments



# PROGRAM FUNDING

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- **ACR/TDM Program – Approximately \$6 million available for Cycle 2**
  - ITS Planning & Design: \$2.2 million (Max request up to \$200k)
  - TDM Competitive Projects: \$3.2 million (Max request up to \$200k)
  - TDM Planning: \$670,000 (Max request up to \$100k)





# APPLICATION MATERIALS

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Materials Needed will be posted to the [TA CFP Webpage](#):

- 1. Fillable Application**
- 2. Program Guidelines**
- 3. Evaluation Scoring Rubric**
- 4. Sample Governing Board Resolution**



# APPLICATION SUBMISSION

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Submitted Materials should include the following due by August 30, 2024 at 4:00 PM:

- 1. Application**
- 2. Attachment A: Cover Letter with non-supplantation statement**
- 3. Attachment B: Governing Board Resolutions**
- 4. Attachment C: Letters of Support**
- 5. Attachment D: Cost Estimates**
- 6. Attachment E: Photos & Other Documentation (if applicable)**



# EVALUATION CRITERIA WEIGHTING

Criteria	Definition	Criteria Weight
Need	Addresses how well the project addresses the goals of the ACR/TDM program	40%
Effectiveness	Addresses how the project will show success and plans to track them	25%
Equity	Addresses how the project will contribute to advancing equitable outcomes	25%
Readiness	Addresses how ready the project/program is ready to begin study or implementation	5%
Funding Leverage	Addresses if the necessary funding has been allocated or identified	5%
Total		100%



# EVALUATION STRUCTURE

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The “Need” section of the application will include two parts:

## **1. Qualitative narratives provided by applicant**

- Applicant provides a description of the conditions to the best of their abilities as it relates to each of the ACR/TDM Plan goals

## **2. Quantitative proxy metrics calculated in online tool by SMCTA**

- Based on the project location, proxy metrics will be used to highlight the potential impact of implementing a project SMCTA will input your project area to assess quantitative scores. Applicants will provide their project location and boundaries during the required meeting with SMCTA staff.



# CRITERIA - NEED

## *How well the project addresses the goals of the ACR/TDM program*

Goal	Qualitative Narrative Question - 70%	Potential Quantitative Proxy Metrics – 30% (Scored in quartiles)	Source
Provide Congestion relief	Please explain how your project or plan provides congestion relief or reduces VMT	<b>Vehicles Miles Traveled:</b> Calculate total VMT density of all census blocks a project boundary impacts	C/CAG VMT Tool Model Data (2020)
Increase Sustainable Transportation Options	Please explain how your project or plan will create incentives for transit, bicycle, pedestrian, carpooling, and other shared-ride options over driving alone?	<b>Active Trip Potential:</b> Calculate the number of trips occurring less than 3 miles that could be converted to walk or bike trips <b>Proximity to High Quality Transit:</b> Calculate proximity to high quality planned ReImagine SamTrans routes	MTC Travel Demand Model (2020 -2017 SCS Run)  ReImagine SamTrans (2022)



# CRITERIA - NEED

Goal	Qualitative Narrative Question - 70%	Potential Quantitative Proxy Metrics – 30% (Scored in quartiles)	Source
Promote Sustainability & Health	Please explain how your project or plan will enhance health or safety	<b>Pollution Burden and Cardiovascular Disease:</b> Calculate the average Pollution Burden and Cardiovascular Disease Percentile scores of all census blocks a project boundary impacts	CalEnviroScreen 4.0
Encourage Economic Development Opportunities	Please explain how your project or plan improve access to employment, job centers, business districts or retail opportunities	<b>Priority Development Areas:</b> Calculate the proportion a project boundary overlapping with MTC PDAs	MTC Priority Development Areas
Invest Funding Equitably	Please explain how your project or plan would address the needs of historically underserved populations	<b>Equity Priority Areas:</b> Calculate the proportion a project boundary overlaps with SamTrans EPAs	ReImagined SamTrans (2022)

# CRITERIA - EFFECTIVENESS

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## ***How the project will show success and plans to track them***

- Describe how the program/project will be monitored over time
- Describe how the program/project will measure success (metrics, etc.)
- Describe how the program/project may be sustained beyond the two-year funding cycle?

**The applicant will identify the proposed monitoring strategy for each project/program as there is a wide variation of eligible project types to this category**



# CRITERIA - EQUITY

Approaches	Consideration
Progressive with respect to income	Assess if the strategy increases transportation affordability and makes lower-income households better or worse off.
Benefits transportation disadvantaged	Assess if a strategy makes people who are transportation disadvantaged better off by increasing their travel options or providing financial savings.
Improves basic access	Assess if a strategy favors more important transport (emergency response, commuting, essential shopping) over less important transport.

Source: Litman, Todd. "Evaluating Transportation Equity." Victoria Transportation Policy Institute





# CRITERIA - EQUITY

Evaluation Type	Evaluation Method
Location-based	Project is located in either MTC Equity Priority Communities (region-wide assessment) and/or SamTrans Equity Priority Areas (countywide assessment)
User-based	Narrative description of how the project provides benefits for low-income, users, people with disabilities, older adults, non-traditional shift workers, or other vulnerable populations.
Mode-based	Narrative description of how well the project creates incentives for or encourages use taking transit, riding a bicycle, walking, carpooling, or using other first-/last-mile options over driving alone.



# KEY PROGRAM GUIDELINES

Program Guideline	Recommendations
Matching Funds	<p><b>Standard Match:</b> Require a minimum match of 10% for project/program applications in all sub-categories.</p> <p><b>Equity-based Match:</b> Require a reduced minimum match of 5% for project/program applications based primarily in MTC Equity Priority Communities and Re-Imagine SamTrans Transportation Equity Zones.</p>
General Guidelines – Maximum project cost	<p>For the planning and policy funding sub-category, requests for funding are capped at a maximum of \$100,000.</p> <p>For the ITS and competitive funding sub-categories, requests for funding are capped at a maximum of \$200,000.</p>
General Guidelines - # of applications	<p>Jurisdictions are limited to sponsoring and submitting up to 3 applications per Call for Projects cycle.</p>
Timely use of funds	<p>Projects or programs must complete a funding agreement and begin work within one-year of an award and expend all funds within two-years of the executed funding agreement date.</p>



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# General Application Tips



# General Application Tips

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- Read the application guidelines and instructions before you begin
  - Make sure you complete the correct application for your project type
  - Ensure you have the correct attachments with the required info included
  - Incomplete applications will be rejected
- Assume the scoring panel does not know your project
- Each question related to the evaluation criteria—be clear and concise when writing your narratives
- Submit your application on-time - ***Late application's will not be accepted***



# General Application Tips

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## Word Application User Notes

- Limit responses to the available text boxes. *Any text not shown will not be counted.*
- To add a new paragraph in the text boxes, please use “Shift + Enter.”
- To copy and paste into a form field, use “Ctrl + V” (right clicking with the mouse will not work).



# Joint CFP Schedule

Activity	Timeline
Call for Projects Released	June 10, 2024
Sponsor Workshop (via Zoom)	June 13, 2024
Notice of Intent to Submit Survey Deadline to Request Optional Pre-submittal Meetings (Held mid-July)	July 3, 2024
Notice of Intent to Submit Survey Deadline	July 31, 2024
<b>Project Applications Due</b>	<b>August 30, 2024</b>
Evaluation Period	September 2024
Draft Recommendation to CAC and Board	November 2024
Final Program Awards at CAC and Board	December 2024



# Questions?

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## Call for Projects Materials:

<https://www.smcta.com/2024pedbikeacrtdmCFP>

## Contact:

Patrick Gilster - (650) 622-7853

[gilsterp@samtrans.com](mailto:gilsterp@samtrans.com)

