

# Capital Area MPO Bicycle-Pedestrian-Transit STP-DA Annual Allocation Guide

In accordance with the TCC endorsed funding guidelines for distribution of the \$600,000 annual STP-DA allocation for projects associated with Bicycle, Pedestrian or Transit projects, the following is intended to be general guidelines. First, \$300,000 annually shall be distributed equally among member governments and \$300,000 annually shall be distributed through a competitive grant process.

**General Guidelines:**

Monies allocated during any fiscal year have a life of 3 years. i.e. Monies allocated for FY 2007 not expended, and reimbursement not applied for prior to June 30, 2010, are not reimbursable and are therefore forfeited. This applies to each and every year.

A memorandum of understanding will be signed by each recipient jurisdiction prior to submittal of reimbursement requests. The memorandum shall constitute an agreement on allocation, local match requirement, reimbursement schedule and requirements for reimbursement.

Any member government may “bank” their annual \$13,000 allocation however, written notification will be required prior to deadline for the MOU applicable to the funding year.

**Project Types:**

The following is a “general” list of the types of projects which could be submitted for use of these funds:

<i>Bicycle and Pedestrian amenities*</i>	<i>Transit amenities*</i>
Bike Racks	Shelters
Crosswalks	Maps
Greenways	Wayfinding Signage
Planning and Design	Bicycle Racks
Maps	Benches
Wayfinding Signage	Park and Ride Lots
Pedestrian Crossings	<i>TDM Activities*</i>
Showers	Education/Encouragement Programs
*Additional types may be allowed if approved by MPO staff.	

**Competitive Grant Project Allocation:**

**Guidelines**

Projects submitted for the Competitive Grant Allocation portion shall be a minimum of \$50,000 in cost.

Member governments shall submit no more than 3 projects. Jointly submitted projects will be exempt from this rule.

Project submittals shall be made on forms provided by the Capital Area MPO.

Proposals will be reviewed by the TCC subcommittee and a recommendation for the project(s) to be funded by this competitive process will be provided to the TCC.

Subsequent proposals will be “called for” annually.

CAMPO staff will work with TCC members to develop a list of ranking criteria for all projects.

## Recommended Ranking Criteria:

Suggested criteria for evaluating/ranking Bicycle and Pedestrian and Transit projects include:

1. ROW is mandatory except where structures are considered to be temporary (i.e. bus shelters) and where ROW is not necessary (i.e. education and/or encouragement activities)
  - a. Recommended Measure: Yes or No
    - 0 pt: No
    - 20 pt: Yes
    - 20 pt: N/A
2. Reducing congestion/Promoting a healthy and active community
  - a. Recommended Measure: Pedestrian/Bicycle Generator located within ¼ Mile
    - 1 pt: One School, Park, University, or other generator
    - 2 pt: Two
    - 3 pt: Three
  - b. Recommended Measure: How many people will be served?
    - 1 pt: Local Area/Neighborhood
    - 2 pt: Community/Town (Town wide benefits/serves community activity center)
    - 3 pt: Region (Regional benefits/serves regional activity center)
3. Encouraging connectivity of bicycle, pedestrian and transit infrastructure
  - a. Recommended Measure: Does project enhance existing investment?
    - 0 pt: Project does not extend/connect existing network or enhance existing programs
    - 3 pt: Project extends or connects existing infrastructure or enhances existing programs/efforts
4. Encouraging cross jurisdictional projects
  - a. Recommended Measure: How many jurisdictions/agencies are involved?
    - 0 pt: One
    - 1 pt: Two
    - 2 pt: Three
    - 3 pt: Four
5. Encouraging the use of alternative modes of transportation
  - a. Recommended Measure: How many modes will be effected?
    - 1 pt: For each (bike/ped/transit) (total of 3 pts possible)
6. Increasing safety
  - a. Recommended Measure: Project mitigates a safety concern?
    - 0 pt: No existing safety concern
    - 2 pt: Mitigates documented high hazard situation  
(can be verified through TEAAS system, police department testimony, and/or written citizen complaint)
7. Serves Minority or Low Income Community
  - a. Recommended Measure: Documented Minority or Low Income Population
    - 3 pt: Yes (Documentation must be provided by submitting member.)
8. Cost/Benefit
  - a. Recommended Measure:
    - Divide Cost by Benefit, those above statistical mean get 1 pt

Capital Area MPO Bike/Ped/Transit  
STP-DA Allocation - Important Dates

ATTACHMENT 3D

2006-2011 BPT Fund Dates	
Jan 7, 2010	Call for Projects Open
April 14, 2010	Call Closes. Projects must be submitted to MPO
April 27, 2010	BPSG Review and Recommendation
May 6, 2010	Subcommittee recommendation to TCC
June 3, 2010	TCC recommendation to TAC
June 16, 2010	TAC endorses recommendation
June/July 2010	Agreements Initiated
June 30, 2013 Projects must be closed out.	

*2012 BPT Fund Dates	
Jan 6, 2011	Call for Projects Open
March 4, 2011	Call Closes. Projects must be submitted to MPO
March 22, 2011	BPSG Review and Recommendation
April 7, 2011	Subcommittee recommendation to TCC
May 5, 2011	TCC recommendation to TAC
May 18, 2011	TAC endorses recommendation
June 22, 2011	Agreements Initiated
June 30, 2014 Projects must be closed out.	

*2013 BPT Fund Dates	
Jan 5, 2012	Call for Projects Open
March 2, 2012	Call Closes. Projects must be submitted to MPO
March 27, 2012	BPSG Review and Recommendation
April 5, 2012	Subcommittee recommendation to TCC
May 3, 2012	TCC recommendation to TAC
May 16, 2012	TAC endorses recommendation
June 20, 2012	Agreements Initiated
June 30, 2015 Projects must be closed out.	

*2014 BPT Fund Dates	
Jan 3, 2013	Call for Projects Open
March 1, 2013	Call Closes. Projects must be submitted to MPO
March 26, 2013	BPSG Review and Recommendation
April 4, 2013	Subcommittee recommendation to TCC
May 2, 2013	TCC recommendation to TAC
May 15, 2013	TAC endorses recommendation
June 19, 2013	Agreements Initiated
June 30, 2016 Projects must be closed out.	

*2015 BPT Fund Dates	
Jan 2, 2014	Call for Projects Open
March 7, 2014	Call Closes. Projects must be submitted to MPO
March 25, 2014	BPSG Review and Recommendation
April 3, 2014	Subcommittee recommendation to TCC
May 1, 2014	TCC recommendation to TAC
May 21, 2014	TAC endorses recommendation
June 25, 2014	Agreements Initiated
June 30, 2017 Projects must be closed out.	

*2016 BPT Fund Dates	
Jan 8, 2015	Call for Projects Open
March 6, 2015	Call Closes. Projects must be submitted to MPO
March 24, 2015	BPSG Review and Recommendation
April 2, 2015	Subcommittee recommendation to TCC
May 7, 2015	TCC recommendation to TAC
May 20, 2015	TAC endorses recommendation
June 24, 2015	Agreements Initiated
June 30, 2018 Projects must be closed out.	