



FY 2018 Transportation Alternatives Instructions

Background

The Transportation Alternatives Program (TAP) was established in 2012, authorized under Section 1122 of Moving Ahead for Progress in the 21st Century Act (MAP-21) and is codified at 23 U.S.C. sections 101(a) (29) and 213. On December 4, 2015, the President signed the Fixing America's Surface Transportation (FAST) Act into law (Pub. L. 114-94). The FAST Act replaced the Transportation Alternatives Program (TAP) with a set-aside of funds under the Surface Transportation Block Grant Program (STBG). For administrative purposes, the Federal Highway Administration (FHWA) will now refer to these funds as the TA Set-Aside. The Transportation Alternatives (TA) provides funding for programs and projects defined as transportation alternatives, including on and off road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities such as historic preservation and vegetation management, and environmental mitigation related to storm water and habitat connectivity; recreational trail projects; safe routes to school projects (SRTS); and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former divided highways.

Eligible Applicants

Under 23 U.S.C. 213(c)(4)(B), the Eligible Entities to receive Transportation Alternatives (TA) funds are:

- Local governments;
- Regional transportation authorities;
- Transit agencies;
- Natural resource or public land agencies;
- School districts, local education agencies, or schools;
- Tribal governments
- Nonprofit entity responsible for the administration of local transportation safety programs: Examples include a nonprofit entity responsible for a local program implementing construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs; and safe routes to school program
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a

State agency) that the State determines to be eligible, consistent with the goals of subsection (c) of section 213 of title 23.

Nonprofit organizations are not eligible as direct grant sub recipients for TA Set-Aside funds unless they qualify through one of the eligible entity categories (e.g., where a nonprofit organization is a designated transit agency, school, or an entity responsible for the administration of local transportation safety programs). Nonprofit entities are eligible to partner with any eligible entity on an eligible project, if State or local requirements permit.

TA Eligibility

MAP-21 codified TA eligibility under 23 U.S.C. 101(a)(29) and 213. The FAST Act repealed these sections, but authorized "projects or activities described in section 101(a)(29) or 213, as such provisions were in effect on the day before the date of enactment of the FAST Act." Therefore, **all TA eligibility remains unchanged.**

The project selection process and the eligible project sponsor requirements apply for all TA eligibility. **TA Projects are not required to be located along Federal-aid highways.** Activities eligible under TA are eligible for STBG funds. Some aspects of activities also may be eligible under other Federal-aid highway programs.

For Safe Routes to Schools (SRTS) non-infrastructure projects, traffic education and enforcement activities must take place within approximately two miles of a primary or middle school (grades K-8). Other eligible non-infrastructure activities do not have a location restriction. SRTS infrastructure projects are eligible for TA funds regardless of their ability to serve school populations, and SRTS infrastructure projects are broadly eligible under other TA eligibilities, which do not have any location restrictions.

Projects that fall on state routes may be required to follow additional standards per TDOT or MDOT.

Eligible Projects:

1. Transportation Alternatives as defined:
 - a. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects including the **ADA Transition Plan** to achieve compliance with the Americans with Disabilities Act of 1990.
 - b. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - c. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - d. Construction of turnouts, overlooks, and viewing areas.
 - e. Community improvement activities, which include but are not limited to:

- i. Inventory, control, or removal of outdoor advertising;
 - ii. Historic preservation and rehabilitation of historic transportation facilities;
 - iii. Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. Archeological activities relating to impacts from implementation of transportation project eligible under title 23.
- f. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
- i. Address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities; or
 - ii. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The recreational trails program. (Managed by TDEC in TN and MDWFP in MS)
 3. The safe routes to school program eligible projects and activities (Managed by TDOT in TN and MDOT in MS):
 - i. Infrastructure-related projects.
 - ii. Non-infrastructure-related activities.
 - iii. Safe Routes to School coordinator.
 4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Projects must benefit the general public (23 CFR 1.23 and 23 CFR 460.2).

TA funds awarded from the local MPO sub-allocation may be used for any phase of the project including Preliminary Engineering, Design, Environmental, Right-of-Way, or Construction.

TA funds cannot be used for:

- State or MPO administrative purposes, except for SRTS administration, and administrative costs of the State permitted for RTP set-aside funds.
- Promotional activities, except as permitted under the SRTS.
- General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.
- Routine maintenance and operations except trail maintenance as permitted under the RTP.

Examples of Eligible Projects:

Pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to storm water and habitat connectivity and ADA Transition Plans.

Match Requirements

The 20% non-federal share of the proposed project must be provided by the Local Agency as a hard cash match. The option of providing these funds as a soft (in-kind) match or special match credit through the use of the value of preliminary engineering services, donated land, or materials and equipment is no longer available.

For Tennessee Jurisdictions: FY 2018 TA funding must be authorized on or before **July 1, 2021** to risk the funding being withdrawn for the project.

Proposal Evaluation & Selection Process

Project evaluation will be completed in three stages and involve participation by MPO staff and members of the Memphis MPO's Active Transportation Advisory Committee (ATAC):

- Quantitative Scoring by MPO Staff - MPO staff will apply modified scoring criteria used during the development of the FY 2017-20 Transportation Improvement Program (TIP) which includes an analysis of safety, congestion reduction, economic vitality, environmental sustainability, network continuity and infrastructure condition.
- Qualitative Assessment by ATAC - The ATAC will perform a qualitative evaluation of each project, scoring applications from 0 (worst) to 5 (best) within each of the following categories:
 - Provides safe traveling options for pedestrian and bicyclists,
 - Provides opportunities for physical activity among users throughout the transportation system,
 - Increases connectivity among a mixture of land uses, and
 - Provides last-mile connectivity for user of public transportation.
- Qualitative Assessment by MPO Staff - MPO staff will develop the final rankings for projects, taking into consideration FY 2018 TA budget constraints, the performance history of project sponsors, the long-term sustainability of the project, and consistency with the Livability 2040: Regional Transportation Plan (RTP).
- Projects will be reviewed and awarded based on funding availability. Partial funding or a change in the project scope may be needed based on the funding availability. Memphis MPO staff will work with the project sponsors and the State DOTs to determine feasible options if necessary.

Project selection will occur in three stages and involve participation by Memphis MPO staff, Memphis MPO ATAC, Memphis MPO Engineering and Technical Committee (ETC), and the Memphis MPO Transportation Policy Board (TPB):

- With the Memphis MPO ATAC serving in an advisory role, MPO staff will make recommendations for project awards to the ETC and TPB.
- The ETC will be requested to approve projects for consideration by the TPB.
- The TPB will be asked to adopt ETC recommendations.

Upon action by the TPB, letters will be mailed to award recipients with instructions on how to move forward with the contracting process.

Application Document & Submission Instructions

The FY 2018 Transportation Alternatives application will be required for all submittals. The application will be made available on August 1, 2017. Memphis MPO ETC and TPB members will receive blank copies of the application and instructions by email. Additionally, the application and instructions will be available for download for the Memphis MPO's website (www.memphismpo.org). The application will be provided in PDF format that will allow applicants to fill-in the necessary information, save the document, and email the completed document back to the MPO for consideration. The saved application can also be printed for the applicant's internal use. Viewing and utilizing the application will require the installation of Adobe Reader. A free download of the software can be obtained here: <http://get.adobe.com/reader/>. **Please rename the PDF file using the following format before sending: "Project Name_Applicant".pdf (ex. Fletcher Creek Greenway_Bartlett.pdf).**

Applicants should include with following with their submission:

- **Completed Application**
- **Project Location/Extents Map that clearly delineates the project (with road names, a north arrow, and the project location highlighted)**
- **Preliminary Site Plan/Illustrations of the proposed project (this may include a site plan of the proposed construction, proposed cross-sections of the facility, or illustrations of the proposed work)**
- **Itemized cost estimate of the proposed project**

Zylavian Watley, will accept applications electronically at zylavian.watley@memphistn.gov. Additionally, please copy Kate Horton (kate.horton@memphistn.gov) on your submission email to ensure its timely receipt. The electronic submission must include all necessary project location/extents map, preliminary site plans/illustrations, and an itemized cost estimate. **Please note that only PDF and JPG documents will be accepted for electronic submissions.**

All applications must include the Applicant and Project Title in the subject line. Limit one application per e-mail. If more than one e-mail is necessary per application submittal, you must label each e-mail accordingly, e.g. Applicant, Title of Project, Part 1 of 2. NOTE: The Memphis MPO's mailbox limit is 15MB per email. **We have included a link [here](#) to include any additional documentation, images, and map for you to include if your file exceeds 15MB.**

Applications will be due no later than 3:00pm CST on August 30, 2017.

FY 2018 Transportation Alternative Criteria

Criteria	Points	Definitions
Benefits to Active Transportation	20	The ATAC will perform a qualitative evaluation of each project, scoring applications from 0 (worst) to 5 (best) within each of the following narratives provided by the applying jurisdictions: The scope of the project should:
Provide Safe Traveling Options for Pedestrians and Bicyclists	5	
Provide Opportunities for Physical Activity Throughout Transp. System	5	
Increase Connectivity Among a Mix of Land Uses	5	
Provide Last-Mile Connectivity for Users of Public Transportation	5	
Safety	20	The safety criterion is intended to measure the potential improvements to public safety and security that the proposed project will provide. It applies to all users of the transportation system. The greater the potential improvement to overall transportation safety, the higher the score for the potential project. • Up to <u>6 points</u> will be awarded to projects that have a higher accident rate. • <u>4 points</u> will be awarded to project that address locations with a history of fatal bike/ped crashes. • Projects incorporating traffic calming and design improvements, primarily focusing on the benefits for pedestrians and cyclists, will be awarded up to <u>6 points</u> . Examples include raised pedestrian crossings, sidewalk bulb-outs to narrow traffic lanes, installation of bike lanes to narrow traffic lanes, pedestrian refuges, curb-ramps and crosswalk reconfiguration, etc. • <u>4 points</u> will be awarded for any project that incorporates security improvements such as lighting, bike racks, bike lockers, or any other additional security considerations.
Accident Rate	6	
Accident Rate 10.01 or more	6	
Accident Rate 6.01 to 10.00	4	
Accident Rate 4.01 to 6.00	2	
Accident Rate 2.01 to 4.00	1	
Accident Rate less than 2.00	0	
Project Addresses History of Incapacitating or Fatal Bike/Ped Accidents	4	
Project Incorporates Traffic Calming and Design Improvements (Maximum Combined Points)	6	
Pedestrian Safety	2	
Speed Control	2	
Volume Control	1	
Additional Design Improvements	1	
Project Incorporates Security Improvements	4	
Congestion Reduction	20	
Bicycle Related Improvements (Maximum Combined Points)	5	The Congestion Reduction criterion awards points to projects that reduce congestion by enhancing non-automotive modes of transportation • Within the Bicycle Related Improvements and the Pedestrian Related Improvements categories, up to <u>5 points</u> will be awarded for different types of facilities • Within the Transit Related Improvements categories, up to <u>4 points</u> will be awarded for different types of improvements • Up to <u>4 points</u> will be awarded for project if the project is identified as one of the corridors on the Bicycle or Pedestrian Corridor Improvements Priorities table in the Appendix of the Regional Bicycle and Pedestrian Plan. • Projects will be awarded <u>2 points</u> if the scope identifies utilization any of the 8 Congestion Management Strategies (CMP) as discussed in the Livability 2040 RTP.
Project scope includes cycle track or shared use path	2	
Project scope includes signed and painted bike lane or bicycle boulevard	2	
Project scope includes end of trip facilities (Wayfinding Signs, Racks, Etc)	1	
Project scope does not include bicycle facility	0	
Pedestrian Related Improvements (Maximum Combined Points)	5	
Project scope includes ADA accessible sidewalks, curb ramps, shared use path, or overpass/underpass	2	
Project scope includes pedestrian signals or enhanced on-street crossing facilities	1	
Project scope includes marked crosswalks	1	
Project scope includes pedestrian amenities	1	
Project scope does not include pedestrian facilities	0	
Transit Related Improvements	4	
Project scope includes shelters, signage, or other amenities on an existing or proposed transit route	4	
Project scope includes sidewalk access improvements on an existing or proposed transit route	2	
Project scope does not include any transit related improvement	0	
Regional Bicycle and Pedestrian Plan	4	
Corridor priority ranking in the Regional Bicycle and Pedestrian Plan: # 1-394	4	
Corridor priority ranking in the Regional Bicycle and Pedestrian Plan: # 395-788	2	
Corridor is not a ranked priority in the Regional Bicycle and Pedestrian Plan	0	
Utilizes CMP Strategies	2	

Environmental Sustainability	17	<p>The Environmental Sustainability criterion considers the impacts of projects on Environmental Justice (EJ) communities and the physical environment as well as the relationship between transportation and land use.</p> <ul style="list-style-type: none"> • Under Environmental Justice, up to <u>3 points</u> will be awarded for projects that positively impact the EJ communities. Under Environmental Impacts, <u>1 point</u> will be awarded if the project has minimal environmental impacts on the physical environment such as wetlands and cultural resources. Whereas a project will receive <u>-4 points</u> if it adversely impacts the EJ community area/environment or the such as crossing an established wetland. • Up to <u>10 points</u> will be awarded for projects that provide linkages between different land uses. <u>2 points</u> will be awarded for each land use within the proximity of pedestrian (1/2 mile) or bike access (3 miles). • <u>2 points</u> will be awarded to projects that are consistent with locally adopted plans. Plans to be considered include, but are not limited to, comprehensive plans, land use plans, special district plans, or road plans. • Projects that are located in areas without an adopted plan, but have positive land use impacts will be awarded <u>1 point</u>. • Projects that are inconsistent with locally adopted plans or have a negative impact on land use will be awarded <u>-2 points</u>. • An additional <u>1 point</u> will be awarded to projects that serve a strategic zone targeted by the jurisdiction for development or revitalization. These zones may be recognized by the municipality as locations targeted for development through tax breaks and other incentives.
Environmental Justice Impacts (Maximum Combined Points)	3	
Project provides transit improvements in an Environmental Justice area	1	
Project provides safety enhancements in an Environmental Justice area	1	
Project provides bicycle and/or pedestrian improvements in an Environmental Justice area	1	
Minimal Environmental Justice Impacts	0	
Environmental Impacts	1	
Minimal Environmental Impacts	1	
Negative Environmental Justice and/or Environmental Impacts	-4	
Project Provides Linkages Between Different Land Uses (within 1/2 mile ped, 3 mile bicycle)	10	
Schools and Colleges	2	
Parks	2	
Major and Local Retail Centers	2	
Major Employment Centers	2	
Transit Routes	2	
Adopted Plans	2	
Project is consistent with adopted comprehensive and/or road plans and has positive land use impacts	2	
Project in an area without adopted comprehensive and/or road plans and has positive land use impacts	1	
Project is inconsistent with adopted comprehensive and/or road plans and has negative land use impacts	-2	
Project Serves a Strategic Area Targeted for Development	1	
Economic Vitality	15	<p>The economic vitality criterion takes into account the overall economic impact that projects will have on the area as well as the impact projects will have on expanding the network of non-motorized modes of transportation.</p> <ul style="list-style-type: none"> • Projects will be awarded up to <u>5 points</u> for economic vitality category if it benefits an existing or proposed employment center • Projects will be awarded up to <u>5 points</u> that supports high growth areas and/or revitalizes existing developed zones. • Network continuity considers the need for overall system efficiency for each evaluated project. <u>5 points</u> will be awarded to a project that foster greater connection region wide. <u>3 points</u> will be awarded to a project that provides that has localized benefits.
Economic Vitality	5	
Project located near existing and proposed employment centers:		
Project serves 500 or more jobs	5	
Project serves 100-499 jobs	3	
Project serves 0-99 jobs	1	
Project supports high growth areas and/or revitalizes existing developed zones:	5	
Projects serves multiple communities	5	
Projects serves single community	3	
Projects serves no community	0	
Network Continuity	5	
Project provides regional network continuity	5	
Project provides local network continuity	3	
Project provides no network continuity	0	
Infrastructure Condition	8	<p>The system preservation criterion considers the maintenance and improvements made to existing roadways.</p> <ul style="list-style-type: none"> • <u>4 points</u> will be awarded to projects that improve an existing roadway or transit operations. • <u>4 points</u> will be awarded to projects that provide upgrades such as design improvements and complete streets strategies as discussed in the Livability 2040 RTP.
Project Improves or Maintains an Existing Roadway or Transit Operation	4	
Project Upgrades Route (Design Improvements, Complete Streets, Etc.)	4	
Total Points	100	
Project Delivery	10	<p>The Transportation Alternatives (TA) requires a match of 80-20 i.e. 80% of the funds are provided by the federal government and 20% by local lead agency. This criterion awards bonus points to projects for which lead agency can overmatch the minimum 20% match requirement.</p> <ul style="list-style-type: none"> • <u>10 points</u> will be awarded to projects for which 36% or more local match can be provided by the lead agency. • <u>5 points</u> will be awarded if only 26%-35% of local match can be provided by the lead agency. • <u>2 points</u> will be awarded if only the minimum match funds i.e. 25% are included in the project cost
Local Funding Overmatch	10	
36% or more Local Match	10	
26% - 35% Local Match	5	
21% - 25% Local Match	2	
20% - 24% Local Match	0	
Total Points (incl. bonus points)	110	