

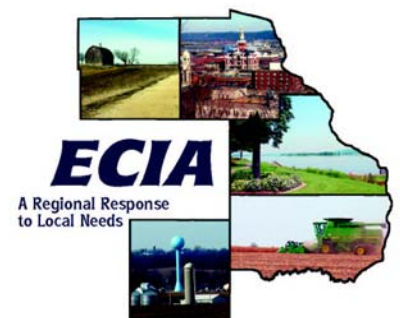
Regional Planning Affiliation 8 (RPA 8)

TRANSPORTATION ENHANCEMENT PROGRAM

APPLICATION INSTRUCTIONS

For Federal Fiscal Year 2009

Note: The Application should be mailed to Address below on or before 5:00 PM of April 30th 2009.



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General RPA Funding Guide to Transportation Enhancements Projects

The Regional Planning Affiliation (RPA) tech Committee oversees the program that provides funds to sponsors of transportation projects that expand travel choices and enhance the transportation experience. This committee reviews, scores, and recommends project applications requesting Transportation Enhancement (TE) funds. Their recommendations are given to the RPA Policy Committee for approval. The committee consists of a rotating balance of local government and public works officials in the region.

The RPA Tech committee follows the rules and regulations pertaining to the program as set forth in the Federal Highway Administration. However, some additional restrictions have been placed to make the program more efficient and maximize the federal dollars used for construction activities.

The following will generally not be considered reimbursable.

Expenses:

- Right of way acquisition
- Utility relocation (unless part of the project enhancement, i.e. under grounding utilities)
- Preliminary engineering

Additionally, local funds used for these purposes will generally not be considered as matching funds for federal dollars.

The following will be considered reimbursable.

Expenses:

- Materials
- Labor/Construction
- Contingency on construction (limited to 10% of the total cost of materials and labor/construction)
- Construction engineering (limited to 15% of the total cost of materials and labor/construction)

The TE Committee requires a 20% local match on any Enhancement project.

TE federal fund requests should not be less than \$25,000, nor should they exceed \$250,000. If projects requesting greater than the maximum recommended amount of federal funds are submitted to the committee, they will be evaluated but will most likely not be recommended to receive greater than \$250,000. Projects requesting less than \$25,000 are unlikely to be funded, as the costs of complying with federal requirements will often offset the benefits gained by funding. *Unlike general STP funds, TE funding has no restrictions on use based on roadway functional classification.*

Types of projects that are eligible for RPA TE funding

The project should be related to surface transportation:

- Provision of facilities for pedestrians and bicycles.
- Provision of safety and educational activities for pedestrians and bicycles.
- Acquisition of scenic easements and scenic or historic sites (including historic battlefields).
- Scenic or historic highway programs (including the provision of tourist and welcome center facilities).
- Landscaping and other scenic beautification.
- Historic preservation.
- Preservation of abandoned railway corridors (including the conversion and use of the corridors for pedestrian or bicycle trails).
- Rehabilitation and operation of historic transportation buildings, structures or facilities (including historic railroad facilities and canals).
- Inventory, control, and removal of outdoor advertising.
- Archaeological planning and research.
- Environmental mitigation to address water pollution due to highway runoff, or to reduce vehicle-caused wildlife mortality while maintaining habitat connectivity.
- Establishment of transportation museums.

RPA Transportation Enhancements Program Project Funding & Scoring Criteria

Section I. Project Meets Minimum RPA /Federal DOT Requirements

Project Eligibility

- Eligible applicant (state, city or county government agency).
- Meets one or more of the 12 enhancement categories.

Project Funding, Budgeting & Programming

- Budget includes required local match of at least 20 percent, available within the project's time frame.
- Applicant with multiple projects has not applied for more than 100 % of the available funds in the current funding cycle.
- Funding request is not less than \$25,000 or more than \$250,000.
- Applicant has ability to move project forward to completion in timely manner.
- Project cost estimates are reasonable and of sufficient detail to ensure successful implementation.
- Funding request does **not** include request for funds to support preliminary engineering and design work.
- Jurisdictions with multiple projects within their communities have identified priorities **(may be adjusted after the application deadline depending upon whether applications are submitted by sponsors other than the affected local government).**

Project Characteristics

- The proposed project goes beyond activities customarily incorporated into motor vehicle roadway, highway and transit projects.
- Project has a direct relationship to surface transportation in terms of function, proximity or impact.
- Project would be available for public use for 25 years **or** the expected life of the project.
- Project detail is sufficient to allow for evaluation based on RPA review criteria.
(If a project does not meet all of the above criteria, the application will not be scored and ranked. It will be forwarded to the Enhancements Committee, but may not be considered for funding.)

Section II Ranking Criteria

Ranking criteria has been established for three categories of projects: Bicycle/Pedestrian; Historic Preservation/Archaeological; and Transportation Aesthetics/Scenic Values. The maximum score a project can attain is 100 points. These ratings and the resulting project rankings are intended to provide information to the RPA policy Committee to aid in their decision-making process. *The policy committee is not bound by these ratings in forming project funding approvals.*

	Category I	Category II	Category III
Criteria	Bicycle & Pedestrian	Historic Preservation & Archeological	Transportation Aesthetics & Scenic Values
Intermodal Characteristics	35 Points Maximum	20 Points Maximum	25 Points Maximum
Project Usage	10 Points Maximum	15 Points Maximum	15 Points Maximum
Project Characteristics	30 Points Maximum	40 Points Maximum	35 Points Maximum
Multi-jurisdictional	5 Points Maximum	5 Points Maximum	5 Points Maximum
Cost-effectiveness	20 Points Maximum	20 Points Maximum	20 Points Maximum

Population below 10,000 will be awarded 20 points

Enhancement Categories By Group

Category I: Bicycle and Pedestrian Projects

- Transportation facilities for pedestrians and bicycles.
- Safety and educational activities for pedestrians and bicyclists.
- Preservation of abandoned railway corridors, including conservation and use for pedestrian and bicycle trails.

Category II: Historic Preservation/Archeological Projects

- Historic preservation.
- Rehabilitation and operation of historic transportation buildings, structures or facilities.
- Archeological planning and research.
- Establishment of transportation museums. If an historic preservation project, is the project listed on or eligible for the National Register of Historic Places? If so, has project received recommendation of state historic officer? (If the project is funded solely through the category of historic preservation then a letter of eligibility determination must be received from the state historic officer certifying that the project is listed or eligible to be listed before any monies may be reimbursed).

Note: The project should be determined by SHIPO to be eligible for National Registration.

Category III: Transportation Aesthetics and Scenic Values

- Scenic and/or historic highway programs, including the provision of tourist and welcome centers.
- Acquisition of scenic easements and scenic or historic sites.
- Landscaping and other scenic beautification.
- Control and removal of outdoor advertising.
- Mitigation of water pollution due to highway runoff, including projects that reduce vehicle-caused wildlife mortality, while maintaining habitat connectivity.

Category I: Bicycle and Pedestrian Projects

1. Intermodal Characteristics (0-35 points maximum)

Projects will be evaluated based on the need(s) that the proposed facility would address. Add the scores for the relevant factors for the project to a maximum of 35 points.

Intermodal Characteristics (0-35 points)		
Bicycle or Pedestrian Factors	10 points	Included in the regional bicycle plan.
		or
	5 points	Included in an adopted local bike or pedestrian plan.
	10 points	Completion of missing link where there is an identified need.
		or
	5 points	Extends a link where there is an identified need.
	1-5 points	Provides new access to major destinations (schools, shops, etc.).
	5 points	Provides a significant quantity of bicycle parking facilities (>10 spaces in lockers or 50 spaces in racks or some combination to meet the minimum project size).
5 points	Improves accessibility for physically disabled.	

2. Project Usage (0-10 points maximum)

Projects will be evaluated on the estimated user base within a logical distance from the project. A three mile area will be used for bicycle projects and a one-mile area will be used for pedestrian projects for local usage and the usage from out side will be determined by staff. The most recent Census Block Group population and employment data from RPA year will be used except where applicants can document other user population bases in the affected area.

Project Usage (0-10 points)		
Usage	2 points	<1000
	4 points	1000 to 3000
	6 points	3001 to 5000
	8 points	5001 to 10000
	10 points	>10000

3. Project Characteristics (30 points maximum)

Projects will be evaluated on the degree to which they address existing or future safety problems for bicyclists and/or pedestrians along the affected corridor. Add the speed, accommodation, and conflict scores for the project to a maximum of 30 points.

Project Characteristics (0-30 points)		
Speed Factor (0-5 points)	5 points	> 40 MPH
	3 points	30-40 MPH
	1 point	<30 MPH
Bicycle & Pedestrian Accommodation (0-11 points)	5 points	Replace storm drainage grates that are not conducive to bicycles crossing
	6 points	Provides 4ft bike lane, 4ft rideable shoulder or 12ft shared use path. or
	4 points	14ft wide curb lane or 10ft shared use path. or
	2 points	13ft wide curb lane or 8ft shared use path.
Conflict Factor (0-14 points)	3 points	Provides separated crossing at railroads, freeways, rivers or rapid transit ways.
	3 points	Provides safe accommodation for bicyclists and/or pedestrians parallel to railroads, freeways or rivers for bicyclists.
	3 points	Provides safe accommodation for bicyclists and/or pedestrians for roadway roadway crossing for intersections where crossing width is >40. These can be actuated signals, crosswalk, bike lane or a detection box.
	3 points	>20 intersections and driveways (excluding residential) per 1000 feet. or
	1 point	10-20 intersections and driveways (excluding residential) per 1000 feet.
	1 point	Project design features go beyond AASHTO Standards, I.e. additional signage.
	1 point	Addresses problem of insufficient lighting.

Category II: Historic Preservation/Archeological Projects

Potential additional factors: Time sensitivity, uniqueness of resource, historic significance, other?

1. Intermodal Characteristics (0-20 points maximum)

Relationship to the Intermodal Transportation System (0-20 points)	
16 Points	Currently does or will serve a specific transportation function.
12 Points	1. Serves a current or expected transportation function.
4 Points	2. Addresses a specific transportation impact. 3. Is in proximity to the Regional Transportation System.

2. Project Usage (0-15 points maximum)

Project Usage (0-15 points)	
5 Points	What is the approximate number of people who may have a direct benefit from this project per year (for example, number of visitors to an historical site/building or the number of vehicles traveling past the site)? Show details of how this estimate was derived. <5,000
10 Points	5,000 –20,000
15 Points	> 20,000

3. Project Characteristics (0-40 points maximum)

20 Points	Project is a part of a regional or state preservation/archaeological planning effort.
7 Points	Project is a part of a local preservation/archaeological planning effort.
10 Points	The project will positively affect the metropolitan transportation system, or it supports an existing local or regional transportation plan, or it relieves a threat to an existing historic resource.
10 Points	The project is a good use of public dollars. Short- and long-range economic benefits that may be derived from this project (i.e., revitalization of tourism and/ or reduction in public and private expenditures can be qualified.
5 Points	Project application adequately documents historical significance of preservation project as being unique to a region or place.

Note: the project should be determined by SHIPO to be eligible for National Registration

Category III: Transportation Aesthetics and Scenic Values

1. Intermodal Characteristics (0-25 points maximum)

Relationship to the Intermodal Transportation System (0-25 points)	
10 Points	Currently does or will serve a specific transportation function.
10 Points	1. Serves a current or expected transportation function.
5 Points	2. Addresses a specific transportation impact.
	3. Is in proximity to the Regional Transportation System.

2. Project Usage (0-15 points maximum)

Project Usage (0-15 points)	
5 Points	What is the approximate number of people who may have a direct benefit from this project per year? This will be estimated by the number of residents and workers in a one-mile envelope surrounding the project and visitors if there is an attraction within the affected area of the project that would draw persons in addition to those living or working in the area.
10 Points	<5,000
15 Points	5,000 –20,000
	> 20,000
	or
	What is the approximate number of vehicles past the location on a daily basis? (AADT)
5 Points	< 5,000
10 Points	5,000 –12,000
15 Points	> 12,000

3. Project Characteristics (0-35 points maximum)

Project Characteristics (0-35 points)	
20 Points	The project will remove an existing visual blighting influence or will substantially enhance the visual environment.
10 Points	The project is a good use of public dollars that can be quantified with short- and long-range economic benefits (increase of dollars due to tourism, reduction in public and private expenditures).
10 Points	The project creates a visual impact; that is unique to the regional or local identity.

For All Categories:

Projects which are multi-jurisdictional (0-5 points maximum)

Projects that have more than one jurisdiction/agency participating in providing a significant amount of matching funds or serve multiple communities will receive 5 points.

Project cost-effectiveness (0-20 points maximum)

Cost-effectiveness for all projects will be evaluated by the following method. For each project, divide its “raw score” (Intermodal Characteristics + Usage + Project Characteristics + Multi-jurisdictional) multiplied by 0.25. The Maximum points will be 20 and minimum will be Zero.

TRANSPORTATION ENHANCEMENT FUNDS PROGRAM APPLICATION

Please answer all questions. Any questions left unanswered will not be scored.

Please note: If your project is selected, the title submitted in this application will be the name used to reference this project for its duration.

1. Local Government Sponsor:

The sponsor is the city or county responsible for providing matching funding for the proposed project. Local governments may pool their funds on one or more projects. The contact person is the individual who will be coordinating the project for the sponsor. This person must be in responsible charge of the project through completion. This is the person with whom RPA and IADOT personnel will be coordinating the project.

<i>Sponsor #1</i>		<i>Sponsor #2</i>	
<i>Contact #1</i>		<i>Contact #2</i>	
Title		Title	
Address		Address	
Telephone		Telephone	
Fax		Fax	
Email		Email	

2. Project Title (Note: Please include the same title on **all** project materials):

3. Project Information:

IADOT District Number: 6

County: _____

Total Federal Funds Requested*: \$ _____

Match Percentage**: _____ %

Regional Planning Affiliation: RPA 8

* \$50,000 minimum, \$250,000 maximum

** 20% minimum

4. Project Property Information:

The project sponsor must either own or have a permanent easement on the property on which the federal enhancement money will be used. Please be specific in detailing who owns the property on which the proposed project will be built. Property acquisition must occur before construction can begin on a project.

Owner of Property:

5. Applicant Checklist:

Please make sure that your application qualifies or it will not be considered for funding. A check mark must be placed next to each of the following items in order to be considered for funding:

- The project sponsor guarantees at least a 20% match.
- The project will be open for public access for at least 25 years or the expected life of the project.
- The organization is a state agency, federal agency or department, or a local city or county government.
- If the project sponsor is a state agency, federal agency or department, a resolution of support has been submitted with this application as required.
- Photographs have been submitted as required with this application.
- A detailed breakdown of the total project cost has been included with this application.
- The application and three (3) hard copies of the following additional materials should be sent to the regional Planning Affiliation 8 (RPA8)*:
 - Project Map (**required**)
 - Detailed cost estimate (**required**). The detailed cost estimate should consist of detailed estimates for specific materials, labor, etc.
 - Detailed timeline (**required**)
 - Detailed photographs, drawings, or additional maps (**strongly recommended**)
 - Schematic drawing or rendering of proposed post-project site (**strongly recommended for scenic enhancement projects**)

** Additional materials should be postmarked by _____. Materials should not be larger than 11" x 17".*

6. Which type of Transportation Enhancement activity describes your project?

Check one, or more if appropriate.

In order to qualify for transportation enhancement funding, your project must fall into one or more of the eleven categories listed below. If you have questions as to whether or not your project is eligible, please contact Chandra Ravada at the ECIA office.

<input type="checkbox"/>	Facilities for pedestrians and bicycles for transportation purposes	<input type="checkbox"/>	Preservation of abandoned railway corridors including conversion and use thereof for pedestrian and bicycle trails
<input type="checkbox"/>	Acquisition of scenic easements and historic or scenic sites	<input type="checkbox"/>	Control and removal of outdoor advertising
<input type="checkbox"/>	Scenic or Historic Highway Programs including the provision of tourist and welcome center activities	<input type="checkbox"/>	Archaeological planning and research
<input type="checkbox"/>	Landscaping and other scenic beautification	<input type="checkbox"/>	Mitigation of water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
<input type="checkbox"/>	Historic preservation	<input type="checkbox"/>	Establishment of transportation museums
<input type="checkbox"/>	Rehabilitation and operation of historic transportation buildings, structures or facilities	<input type="checkbox"/>	Provision of safety and educational activities for bicyclists and pedestrians

7. Describe the Project Location:

Clearly describe the project limits and areas of major work. Be as specific as possible. **Clearly** note where the project location is in relation to existing highways and roads or other transportation facilities. Please attach a map to any other submitted materials showing the location and boundaries of the project - no larger than 11" x 17".

9. Project Cost Estimates:

Applicant must provide detailed cost estimates in addition to the information provided below. Be sure to consider all aspects of your project when preparing your cost estimates, and consider each of these items as they may apply to your project: labor, materials, construction cost, and contingencies for construction. Please make sure your estimates are as accurate as possible, as funding will be limited to the estimated federal government share that is listed in the application. The sponsor must supply all additional funds to complete the project if costs are underestimated or if the value of soft match is overestimated. Any cost overruns incurred with any of the following items will be at the cost of the project sponsor and will not be reimbursable by the Federal Highway Administration. Projects totaling less than \$50,000 in federal funds are not eligible. **Please reference the RPA TE Committee's guidance on page # 1 regarding eligible costs and matching sources for additional information.**

Project Cost	Total Project Cost
A. Materials	\$
B. Labor/Construction	\$
C. Contingency on Construction*	\$
D. Construction Engineering**	\$
Total Project Cost	\$

Matching Percentage of Total Cost by Local Government: _____ %

Total Federal Reimbursement (Maximum 80%):

\$ _____

* Contingencies will be allowed on construction costs only and are limited to 10% of the total cost for items A and B above, and must be detailed and expressed as possible change order items.

** Construction Engineering will be allowed on construction costs only and is limited to 15% of the total cost for items A and B above.

Below, please provide information pertaining to the source of the matching funds available for use toward the proposed transportation project as described in #1 above. Please be as specific as possible when describing the source - private fund donations, city or county funds, force account and/or in-kind services. Also describe what additional funding is available for use if project costs exceed those estimated above.

Name and Title of Individual who prepared the cost estimates for this project:

Name: _____

Title: _____

Phone #: _____

10. What relationship does your project have to the community's transportation system?

Check one, or more if appropriate.

In order to be eligible for transportation enhancement funding, each project must have a direct relationship to at least one element of the transportation system - highways and roads, railroads, airports, and bicycle or pedestrian facilities. Your project must have a strong link - the stronger the link, the better the chance that your project will be selected. Its' relationship must be one or more of the following:

<input type="checkbox"/>	Function (has a functional relationship to the transportation system)
	The project must serve as a functional component of the transportation system such as a bicycle or pedestrian path, a bicycle rack, a pedestrian bench, etc.
<input type="checkbox"/>	Proximity (is adjacent to or in near proximity to the transportation system)
	The project must be in the immediate vicinity of the transportation system

13: Environmental and Cultural Resource Considerations:

If your project impacts any of the following issues, they will need to be addressed by the project sponsor by obtaining the necessary clearances. It should be noted that addressing these issues could require regulatory involvement by other governmental agencies and significantly increase the cost of your project. RPA and/or other governmental agencies may have questions or concerns regarding these issues and you may be asked to provide additional information regarding this questionnaire. Does your project involve:

Historic buildings or archaeological sites?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Parks and recreation areas?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Wetlands and/or swamp areas?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Creeks or rivers?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Stream straightening and/or stream crossing?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Lakes or ponds?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Known hazardous materials and/or wastes?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Floodplains?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

In the space below, please describe any impacts that you may have on any of the items listed above. Be sure to discuss any correspondence that your agency has had with clearances previously obtained from the Iowa Department of Natural Resources, IADOT, Iowa Department of Conservation, or other regulatory agencies.

