

TRANSPORTATION DEVELOPMENT ACT ARTICLE 3
BICYCLE AND PEDESTRIAN FUNDS POLICIES



Draft:
December 2017

HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
611 I Street, Suite B
Eureka, CA 95501
(707) 444-8208
www.hcaog.net

TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN FUNDS POLICIES

Attached is the schedule, evaluation questions and scoring criteria for the cities and county to request TDA Article 3 funds for projects that benefit bicyclists and/or pedestrians.

Pursuant to California PUC Section 99233.3, all or a portion of the available Transportation Development Act (TDA) Local Transportation Funds (LTF) may be used for planning, maintaining, and constructing facilities for the exclusive use of pedestrians and bicyclists. According to the HCAOG Rules and Regulations, adopted ~~November 2014~~ [February 2017](#), claimants may apply for pedestrian and bicycle allocations that include, but are not limited to:

- Class II Striping – Up to 20 percent of the amount available each year to a city or county for pedestrian and bicycle allocations (PUC §99233.3) may be allocated to re-stripe class II bicycle lanes. [PUC §99234(i)]
- Comprehensive Bicycle and Pedestrian Facilities Plan – A portion of the amount available to a city or county for this purpose (§99233.3 Pedestrian and Bicycle Allocations) may be allocated to develop a comprehensive bicycle and pedestrian facilities plan or active transportation plan, with an emphasis on bicycle projects intended to accommodate bicycle commuters rather than recreational bicycle users. An allocation under this subdivision may not be made more than once every five years per jurisdiction. [PUC §99234(h)]
- Non-Motorized Program Match – To fund a jurisdiction’s required local match for a non-motorized grant project.
- Operations and Maintenance – For the costs of operating and maintaining regional bicycle and pedestrian facilities.
- [2% Bike & Pedestrian Allocation Instructions - All LTF claim forms and supporting documentation not limited to invoices, reporting, and budget information for reimbursement must be submitted to HCAOG before the end of the following calendar year \(December 31st\). Funds unclaimed either through not submitting a claim form or not submitting invoicing for reimbursement will be reallocated during the next cycle.](#)

Application Requirements:

- Every application must include a written response to each evaluation criteria (**Attachment # 2**)
- A description of the project site is needed and a clear 8 ½ x11 location map of the project is requested to facilitate field visits. TAC members may make field visits to project sites and they must have clear directions to the project locations.
- Applicants are also asked to report on the status of projects for which they were awarded past Article 3 allocations.

TDA ARTICLE 3 BICYCLE AND PEDESTRIAN FUND ALLOCATION SCHEDULE

~~February 2015~~ ~~County Auditor estimates TDA funds available~~
(and every year thereafter)

January 2018 ~~December 2015~~ Article 3 Call for Projects application packets sent to Cities
(and every year thereafter) and County

February ~~2016~~2018 Applications due to HCAOG office by 5 pm on the last day
(and every year thereafter) of the month

March ~~2016~~2018 TAC meeting will include a discussion of projects and
(and every year thereafter) coordinate any field visits. A Review Committee, and or HCAOG Staff will rank projects.

April ~~2016~~2018 TAC meeting will include an item to review the ranked projects
(and every year thereafter) and make a recommendation to the HCAOG Board. The TAC may forward a recommendation to not allocate any funds for any project and instead reserve the funds for the next call for projects.

May ~~2016~~2018 HCAOG Board reviews projects and makes a
(and every year thereafter) determination to approve or not approve projects submitted for use of Article 3 Bike and Pedestrian set-aside funds

June ~~2016~~2018 Instructions sent to County Auditor allocating Article 3
(and every year thereafter) funds. The successful applicant will be required to fill out a claim form provided by HCAOG.

December 2019 Claim forms and supporting documentation are due to HCAOG by
(and every year thereafter) December 31st.

TDA ARTICLE 3 EVALUATION CRITERIA QUESTIONS

1. MATCHING FUNDS - 5 Points

This criterion evaluates local support for the proposed project in terms of financial partnership. Projects requesting maintenance funds will only receive points if it is for a regional bicycle and pedestrian facility.

Is the city or county willing to match its request at 50% or greater?

2. SAFETY – 20 Points

This criterion evaluates how the proposed project will effect safety at existing facilities or improve safety by building new facilities. When describing the project conditions include any accident statistics and how the project will improve or correct the situation.

Will the proposed project affect safety at existing facilities or improve safety by building new facilities? When describing the project conditions, include any accident statistics, pavement condition, maintenance issues and describe how the project will correct or improve the situation. **Will the proposed project improve safety or correct an existing safety problem including providing secure parking for bicycles?**

3. PROJECT READINESS – 15 Points

This criterion evaluates deliverability of a proposed project. Please note that funds not used within two years must be returned for redistribution the following year or a City and/or County may request that the project readiness be reevaluated so that the City and/or County may retain their allocation.

Describe if this is a new or continuing project. **Is the project ready for construction or implementation in the next fiscal year?** If the request is for maintenance of a regional facility, please provide the maintenance budget. Also, describe if past allocations have not been spent and if so, why not?

4. SPECIAL CONSIDERATIONS - 15 Points

This criterion is designed to add flexibility and allows applicants to be creative and discuss any other ways in which the proposed project will benefit City/County residents and visitors of Humboldt County. Examples include but are not limited to: improving air quality, reducing VMT, serving older areas without recent improvements, making major improvements to accessibility and/or to serve lower income residents. When discussing this criterion please be specific. This criterion is designed to allow the cities and County to be creative and discuss any other ways in which the proposed project will benefit residents and visitors in Humboldt County.

Does the proposed project provide a benefit to City/County residents or visitors that have not been discussed elsewhere?

5. MAINTENANCE OF PROJECT – 10 Points

This criterion evaluates whether a proposed project will be maintained at an appropriate level for a minimum of 20 years after the project is completed. Please discuss whether the proposed project has a long-range maintenance plan associated with it. If the request is for maintenance of a regional facility, provide actual cost details of prior year.

How will the proposed project be maintained?

6. CONNECTIVITY – 10 Points

This criterion evaluates the proposed project's relationship to regional and/or local planned pathway systems. When discussing this criterion please include an "8 1/2 x 11" map illustrating the existing plan and the proposed project.

Will the proposed project close a missing link in an existing local or regional bike or pedestrian plan? If requesting funds for maintenance of a regional facility, was the facility considered a missing link in a regional plan?

7. REGIONAL SIGNIFICANCE – 10 Points

This criterion evaluates whether the proposed project has local and/or regional significance. Regionally significant trails are those that serve as travel corridors, which connect communities and major destinations in the region.

Is the proposed project regionally significant? If so, explain why. Are any other agencies involved in the planning or implementation of the proposed project? Please list the agencies and their involvement. If the request is for maintenance of a regional facility, were there any other agencies involved in the planning or implementation of the facility?

8. TRAFFIC GENERATORS – 10 Points

This criterion evaluates the proposed project's usefulness in serving major traffic generators.

Will the proposed project serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes? If the request is for maintenance of a regional facility, does the facility serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes?

9. MULTI-MODAL INTERFACE – 5 Points

This criterion evaluates the proposed project's connectivity to transit modes and other forms of transportation.

How will the project encourage multi-modal travel? If the project is for maintenance of a regional facility, how does the facility encourage multi-modal travel?

10. SUPPLEMENTAL INFORMATION:

Location Map: Please include a description of the project area and a CLEAR 8-1/2"x11" location map; field visits may take place so TAC representatives will need detailed directions to project sites.

TDA ARTICLE 3 GRANT SCORING SHEET

<p>1. Matching Funds (5 points possible)</p> <p>This criterion evaluates local support for the proposed project in terms of financial partnership.</p> <p>Is the city or county willing to match its request at 50% or greater?</p>		<p>2. Safety (20 points possible)</p> <p>This criterion evaluates how the proposed project will effect safety at existing facilities or improve safety by building new facilities. When describing the project conditions include any accident statistics and how the project will improve or correct the situation.</p> <p>Will the proposed project affect safety at existing facilities or improve safety by building new facilities? When describing the project conditions, include any accident statistics, pavement condition, maintenance issues and describe how the project will correct or improve the situation. Will the proposed project improve safety or correct an existing safety problem including providing secure parking for bicycles?</p>
<p>3. Project Readiness (15 points possible)</p> <p>This criterion evaluates deliverability of a proposed project. Please note that funds not used within two years must be returned for redistribution the following year or a City and/or County may request that the project readiness be reevaluated so that the City and/or County may retain their allocation.</p> <p>Describe if this is a new or continuing project. Is the project ready for construction or implementation in the next fiscal year? If the request is for maintenance of a regional facility, please provide the maintenance budget. Also, describe if past allocations have not been spent and if so, why not?</p>		<p>4. Special Considerations (15 points possible)</p> <p>This criterion is designed to add flexibility and allows applicants to be creative and discuss any other ways in which the proposed project will benefit City/County residents and visitors of Humboldt County. Examples include but are not limited to: improving air quality, reducing VMT, serving older areas without recent improvements, making major improvements to accessibility and/or to serve lower income residents. When discussing this criterion please be specific. This criterion is designed to allow the cities and County to be creative and discuss any other ways in which the proposed project will benefit residents and visitors in Humboldt County.</p> <p>Does the proposed project provide a benefit to City/County residents or visitors that has not been discussed elsewhere?</p>
<p>5. Maintenance of Facility (10 points possible)</p> <p>This criterion evaluates whether a proposed project will be maintained at an appropriate level after the project is completed. Please discuss whether the proposed project has a long range maintenance plan associated with it.</p> <p>How will the proposed project be maintained? If the request is for maintenance of a regional facility, provide actual cost details of prior year.</p>		<p>6. Connectivity (10 points possible)</p> <p>This criterion evaluates the proposed project's relationship to regional and/or local planned pathway systems. When discussing this criterion please include an "8 1/2 x 11" map illustrating the existing plan and the proposed project.</p> <p>Will the proposed project close a missing link in an existing local or regional bike or pedestrian plan? If requesting funds for maintenance of a regional facility, was the facility considered a missing link in a regional plan?</p>
<p>7. Regional Significance (10 points possible)</p> <p>This criterion evaluates whether the proposed project has local and/or regional significance. Regionally significant trails are those that serve as travel corridors, which connect communities and major destinations in the region.</p> <p>Is the proposed project regionally significant? If so, explain why. Are any other agencies involved in the planning or implementation of the proposed project? Please list the agencies and their involvement. If the request is for maintenance of a regional facility, were there any other agencies involved in the planning or implementation of the facility?</p>		<p>8. Traffic Generators (10 points possible)</p> <p>This criterion evaluates the proposed project's usefulness in serving major traffic generators.</p> <p>Will the proposed project serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes? If the request is for maintenance of a regional facility, does the facility serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes?</p>
<p>9. Multi-Modal Interface (5 points possible)</p> <p>This criterion evaluates the proposed project's connectivity to transit modes and other forms of transportation.</p> <p>How will the project encourage multi-modal travel? If the project is for maintenance of a regional facility, how does the facility encourage multi-modal travel?</p>		