



Metropolitan Transportation Commission

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Meeting Agenda

Planning Committee

MTC Committee Members:

James P. Spering, Chair Anne W Halsted, Vice Chair

*Alicia C. Aguirre, Damon Connolly,
Dave Cortese, Sam Liccardo, Julie Pierce*

Non-Voting Members: Tom Azumbrado, Dorene M. Giacomini

Friday, December 8, 2017

9:30 AM

Board Room - 1st Floor

This meeting is scheduled to be webcast live on the Metropolitan Transportation Commission's Web site: <http://mtc.ca.gov/whats-happening/meetings> and will take place at 9:30 a.m.

1. Roll Call / Confirm Quorum

Quorum: A quorum of this committee shall be a majority of its regular voting members (4).

2. Compensation Announcement – Committee Secretary

3. Pledge of Allegiance

4. Consent Calendar

- 4a. [17-2999](#) Minutes of the November 3, 2017 Meeting

Action: Committee Approval

Attachments: [4a_MTC_PLNG MTG_Minutes_Nov 3 2017.pdf](#)

- 4b. [17-3005](#) Federal Performance Target-Setting Update - December 2017

Presentation of the Federal Performance Safety Targets for 2018.
Action: Information

Presenter: Stephanie Mak

Attachments: [4b_Federal Performance Target-Setting Update – December 2017.pdf](#)

5. Approval

5a. [17-3000](#)

MTC Resolution No. 4316: Community-Based Transportation Planning (CBTP) Program Guidelines

Approval of MTC Resolution No. 4316 updates to program guidelines, first adopted per Resolution 3440 in 2002. Review of proposed distribution formula for Cycle 4 (2017-2021), which allocates \$1.5 million in funding to County Congestion Management Agencies (CMAs). Funding for the CBTP program is provided through the One Bay Area Grant Program (OBAG) 2.0.

Action: Commission Approval

Presenter: Vikrant Sood

Attachments: [5a MTC Res.No.4316-CBTP Program Guidelines rev.pdf](#)
[5a Handout_6 Wins Proposed Key Changes to Lifeline CBTP Guidelines 12_1](#)

6. Public Comment / Other Business

7. Adjournment / Next Meeting

The next meeting of the Planning Committee will be January 12, 2018, 9:30 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.

Public Comment: The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

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Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2999 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 11/2/2017 **In control:** Planning Committee
On agenda: 12/8/2017 **Final action:**
Title: Minutes of the November 3, 2017 Meeting
Sponsors:
Indexes:
Code sections:
Attachments: [4a MTC_PLNG MTG_Minutes_Nov 3 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the November 3, 2017 Meeting

Recommended Action:
Committee Approval

Attachments:



Metropolitan Transportation Commission

Meeting Minutes - Draft

Planning Committee

MTC Committee Members:

James P. Spering, Chair Anne W Halsted, Vice Chair

Alicia C. Aguirre, Damon Connolly,

Dave Cortese, Sam Liccardo, Julie Pierce

Non-Voting Members: Tom Azumbrado, Dorene M. Giacomini

Agenda Item 4a

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Friday, November 3, 2017

9:30 AM

Board Room - 1st Floor

1. Roll Call / Confirm Quorum

Present: 4 - Vice Chair Halsted, Commissioner Pierce, Commissioner Connolly, and
Commission Chair Mackenzie

Absent: 4 - Commissioner Aguirre, Commissioner Liccardo, Chair Spering, and Commissioner
Cortese

Non-Voting Member Present: Commissioner Giacomini

Non-Voting Member Absent: Commissioner Azumbrado

Ex Officio Voting Members Present: Commission Chair Mackenzie and
Commission Vice Chair Haggerty

Ad Hoc Non-Voting Member Present: Commissioner Josefowitz

Commission Chair Mackenzie was deputized to act as a voting member of the Committee.

2. Pledge of Allegiance

3. Compensation Announcement - Committee Secretary

4. Consent Calendar

**Upon the motion by Commissioner Pierce and second by Commissioner
Connolly, the Consent Calendar was unanimously approved. The motion carried
by the following vote:**

Aye: 4 - Vice Chair Halsted, Commissioner Pierce, Commissioner Connolly and
Commission Chair Mackenzie

Absent: 4 - Commissioner Aguirre, Commissioner Liccardo, Chair Spering and Commissioner
Cortese

4a. [17-2922](#) Minutes of the October 13, 2017 Meeting

Action: Committee Approval

5. Information

5a. [17-2988](#) Future Mobility Research Program - Update

Update on joint program to fund research on emerging technologies, such as current on-demand, ride-hail services, as well as automated, driverless vehicles.

Action: Information

Presenter: Adam Noelting

Aleta Dupree was called to speak.

Jane Kramer was called to speak.

6. Public Comment / Other Business

7. Adjournment / Next Meeting

The next meeting of the Planning Committee will be December 8, 2017, 9:30 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-3005 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 11/2/2017 **In control:** Planning Committee
On agenda: 12/8/2017 **Final action:**
Title: Federal Performance Target-Setting Update - December 2017
Presentation of the Federal Performance Safety Targets for 2018.

Sponsors:

Indexes:

Code sections:

Attachments: [4b_Federal Performance Target-Setting Update – December 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Federal Performance Target-Setting Update - December 2017

Presentation of the Federal Performance Safety Targets for 2018.

Presenter:

Stephanie Mak

Recommended Action:

Information

Attachments:



METROPOLITAN
TRANSPORTATION
COMMISSION

Agenda Item 4b
Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Planning Committee

DATE: December 1, 2017

FR: Executive Director

RE: Federal Performance Target-Setting Update – December 2017

Background

The Moving Ahead for Progress in the 21st Century Act, also known as MAP-21, was signed into law in 2012 and established a suite of new performance requirements for state Departments of Transportation (DOTs), metropolitan planning organizations (MPOs), and transit agencies as shown in **Attachment A**. Over the past five years, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have been working through the rulemaking process to identify a set of performance measures that meet the requirements of the law. With these rules now coming into effect, MPOs must either support short-range statewide targets or set short-range regional targets on a recurring basis. Furthermore, MPOs must incorporate these short-range targets into their planning process – most notably, the Transportation Improvement Program (TIP) and the Regional Transportation Plan (RTP).

Under the final performance rules, MTC is responsible for setting targets for each performance measure on an ongoing rolling basis. Each measure has its own schedule and cycle for target updates, meaning that ongoing collaboration with state, regional, and local partners will be essential. These performance targets are fundamentally different from those in Plan Bay Area 2040 – focused solely on short-term transportation objectives defined by federal law. Under MTC Resolution No. 4295 adopted in June 2017, the Planning Committee delegated authority for target-setting to staff, requiring regular consultation with stakeholders through the Partnership working groups and semiannual updates to the committee going forward.

2018 Safety Targets

As discussed in **Attachment B** and **Attachment C**, staff has been focused on identifying year 2018 roadway safety performance targets for the five performance measures identified in federal regulations. Like most of the other performance measure areas, MPOs may either support the statewide targets or set region-specific targets. For calendar year 2018, staff is proposing to support the ambitious statewide targets adopted by Caltrans earlier this year, similar to what is being done by other major MPOs in California.

By supporting Caltrans goals to achieve zero traffic deaths by 2030 and significantly reduce non-motorized fatalities and injuries, MTC is making a strong commitment to improving roadway safety. Working towards these statewide targets will improve safety performance in the Bay Area. These targets will be set this month, in advance of the February 28 deadline for MPOs to take action on this. This decision will be reviewed and reconsidered on an annual basis going forward. Feedback received during the consultation process is summarized in **Attachment D** and **Attachment E**.

Note that while there are no direct funding impacts from an MPO's failure to achieve a given performance target, MPO target-setting and performance-based planning processes will be evaluated as part of the agency's triennial review. Federal requirements also mandate that MPOs report their targets to their respective state DOT and that MPOs quantify progress made towards targets in the context of their TIPs and RTPs.

Next Steps

In addition to expanding the Vital Signs performance monitoring website to report new short-range targets, staff has also updated the Vital Signs indicator pages for safety in recent weeks (refer to vitalsigns.mtc.ca.gov for more info). Both of these actions will boost transparency around recent safety trends, building upon our existing performance monitoring framework. In early 2018, staff will be seeking input on future target-setting requirements related to asset management and system performance.



Steve Heminger

Attachments:

- Attachment A: List of Federally-Required Performance Measures
- Attachment B: December 2017 Target-Setting Summary
- Attachment C: Proposed 2018 Targets for Roadway Safety
- Attachment D: MTC Federal Safety Performance Measures: Stakeholder Input
- Attachment E: Letters Received During Public Comment Period

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List of Federally-Required Performance Measures

FEDERAL GOALS & PROGRAMS	GENERAL MEASURES IN LAW	FINAL PERFORMANCE MEASURES	TARGET-SETTING FREQUENCY	1 ST CYCLE TARGET-SETTING DUE DATES
Safety HSIP TSOP	Number of Fatalities on Roads	1. Total number of road fatalities	Annual	State: August 31, 2017 MPO: February 27, 2018
	Rate of Fatalities on Roads	2. Road fatalities per VMT	Annual	State: August 31, 2017 MPO: February 27, 2018
	Number of Serious Injuries on Roads	3. Total number of serious injuries on roads	Annual	State: August 31, 2017 MPO: February 27, 2018
	Rate of Serious Injuries on Roads	4. Serious injuries on roads per VMT	Annual	State: August 31, 2017 MPO: February 27, 2018
	Non-Motorized Safety on Roads	5. Combined total number of non-motorized fatalities and serious injuries	Annual	State: August 31, 2017 MPO: February 27, 2018
	Safety of Public Transit Systems	6. Total number of reportable transit fatalities 7. Reportable transit fatalities per RVM by mode (<i>example below</i>) a. Motor bus b. Light rail c. Heavy rail d. etc. 8. Total number of reportable transit injuries 9. Reportable transit injuries per RVM by mode (<i>example below</i>) a. Motor bus b. Light rail c. Heavy rail d. etc. 10. Total number of reportable transit safety events 11. Reportable transit safety events per RVM by mode (<i>example below</i>) a. Motor bus b. Light rail c. Heavy rail d. etc. 12. Mean distance between major mechanical failures by mode (<i>example below</i>) a. Motor bus b. Light rail c. Heavy rail d. etc.	Annual	Operators: TBD* MPO: TBD* * = measures approved in January 2017 regulatory action but transit & MPO safety target-setting requirements are slated for additional regulation later this year

FEDERAL GOALS & PROGRAMS	GENERAL MEASURES IN LAW	FINAL PERFORMANCE MEASURES	TARGET-SETTING FREQUENCY	1 ST CYCLE TARGET-SETTING DUE DATES
Infrastructure Condition NHPP NTAMS	Pavement Condition on the IHS	13. Percentage of pavements on the IHS in good condition 14. Percentage of pavements on the IHS in poor condition	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
	Pavement Condition on the NHS	15. Percentage of pavements on the non-IHS NHS in good condition 16. Percentage of pavements on the non-IHS NHS in poor condition	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
	Bridge Condition on the NHS	17. Percentage of NHS bridges classified in good condition 18. Percentage of NHS bridges classified in poor condition	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
	State of Good Repair for Public Transit Assets	19. Percentage of revenue vehicles that have met or exceeded their useful life benchmark (ULB) by asset class (<i>example below</i>) <i>a. 40-foot bus</i> <i>b. 30-foot bus</i> <i>c. Light rail vehicle</i> <i>d. etc.</i> 20. Percentage of facilities within a condition rating below fair by asset class (<i>example below</i>) <i>a. Maintenance yards</i> <i>b. Stations</i> <i>c. Electrical substations</i> <i>d. etc.</i> 21. Percentage of guideway directional route-miles with performance restrictions 22. Percentage of non-revenue vehicles that have met or exceeded their ULB	Every 2-4 years	Operators: January 1, 2017 MPO: July 1, 2017
System Reliability NHPP	Performance of the Interstate System	23. Percentage of person-miles traveled on the IHS that are reliable	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
	Performance of the NHS	24. Percentage of person-miles traveled on the non-IHS NHS that are reliable	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
		25. Percent change in NHS tailpipe CO₂ emissions (<i>compared to 2017 baseline</i>)	Every 2-4 years	State: October 1, 2018** MPO: October 1, 2018** <i>** = FHWA is currently proposing a repeal of this measure due to shift in federal climate policy; timeline subject to change</i>

FEDERAL GOALS & PROGRAMS	GENERAL MEASURES IN LAW	FINAL PERFORMANCE MEASURES	TARGET-SETTING FREQUENCY	1 ST CYCLE TARGET-SETTING DUE DATES
Freight Movement and Economic Vitality NHFP	Freight Movement on the Interstate System	26. Percentage of IHS mileage providing reliable truck travel times	Every 2-4 years	State: May 21, 2018 MPO: November 21, 2018
Congestion Reduction CMAQ	Traffic Congestion	27. Annual hours of peak-hour excessive delay per capita by urbanized area a. San Francisco-Oakland UA b. San Jose UA c. Concord UA*** d. Santa Rosa UA*** e. Antioch UA*** <i>*** = not required during 1st target-setting cycle</i>	Every 2 years	State: May 21, 2018 MPO: May 21, 2018
Congestion Reduction (continued) CMAQ	Traffic Congestion (continued)	28. Percent of non-SOV travel by urbanized area a. San Francisco-Oakland UA b. San Jose UA c. Concord UA*** d. Santa Rosa UA*** e. Antioch UA*** <i>*** = not required during 1st target-setting cycle</i>	Every 2 years	State: May 21, 2018 MPO: May 21, 2018
Environmental Sustainability CMAQ	On-Road Mobile Source Emissions	29. Total emissions reductions from CMAQ-funded projects by pollutant a. PM _{2.5} b. PM ₁₀ c. CO d. VOC e. NO _x	Every 2 years	State: May 21, 2018 MPO: May 21, 2018
Reduced Project Delivery Delays	none	<i>none</i> <i>(neither MAP-21 nor FAST included performance measures for this goal)</i>	n/a	n/a

December 2017 Target-Setting Summary: Road Safety Targets

Overview

The safety performance management final rule published by FHWA in March 2016 established national road safety performance management in accordance with MAP-21. The rule contained new requirements for State DOTs and MPOs. The major requirements of the rule are:

- 1) **Road Safety Performance Targets** – The final rule established five performance measures to assess safety on all public roads and targets must be established for each measure. The final rule establishes the following road safety performance measures:

Measure	Definition
Number of fatalities	The total number of persons suffering fatal injuries in a motor vehicle crash during a calendar year.
Rate of fatalities	The ratio of total number of fatalities to the number of vehicle miles traveled (VMT, in 100 Million VMT) in a calendar year.
Number of serious injuries	The total number of persons suffering at least one serious injury in a motor vehicle crash during a calendar year
Rate of serious injuries	The ratio of total number of serious injuries to the number of VMT (in 100 Million VMT) in a calendar year.
Number of non-motorized fatalities and non-motorized serious injuries (bicyclists and pedestrians)	The combined total number of non-motorized fatalities and non-motorized serious injuries involving a motor vehicle during a calendar year.

The measures are reported using 5-year rolling averages to capture long-term performance trends. The first performance period, calendar year 2018, represents the annual average for 2014 to 2018. State DOTs must set annual numerical targets each year for each safety measure to comply with the regulation. MPOs have the option of supporting State targets or setting their own region-specific numerical targets on a target-by-target basis. This decision may be revisited annually.

- 2) **Reporting** – MTC must report annually to Caltrans on its proposed safety targets. If MTC chooses to set region-specific numerical targets, MTC must also report progress made towards meeting set targets. The measures and targets should inform agency planning and funding decisions to carry out the Highway Safety Improvement Program (HSIP). MPOs will report progress on these measures in future Regional Transportation Plans (RTPs) and Transportation Improvement Programs (TIPs).
- 3) **Evaluation** – State DOTs and MPOs meet or make “significant progress” towards their safety goal if they achieve the target or improve performance in at least four out of five of the safety measures. If a State DOT does not meet or make “significant progress” then it will lose flexibility in spending HSIP funds. FHWA *will not* evaluate MPOs on their progress towards targets. However, FHWA will review MPO performance as part of the triennial review process.

MPOs are required to establish their 2018 safety targets no later than February 28, 2018, six months after the state DOT requirement. The process will be repeated on an annual basis going forward.

Target-Setting Approach and Rationale

In compliance with new federal performance management rules, state and regional safety performance targets must be coordinated with Caltrans. In August 2017, Caltrans set the 2018 statewide safety performance targets. Caltrans used a vision-based target-setting approach to establish ambitious targets that aligned with the State's Towards Zero Deaths goal for zero traffic fatalities in 2030 and the State Highway Safety Plan. The State's most aggressive safety target is for non-motorized fatalities and serious injuries.

This fall, staff sought input from stakeholders on target-setting options for MTC's MPO safety performance targets. Staff sought feedback at meetings with CMA Planning Directors, Partnership Board, and Partnership working groups and through outreach to safety advocates. Stakeholders provided input on their preferred target setting approach and discussed strategies the region could take to improve safety performance. Most stakeholders backed the option to support the State's targets (known as Option 1). There was also support for setting more ambitious region-specific numeric targets (known as Option 3). Stakeholders also noted that this was an unfunded mandate and suggested areas that MTC's programming and policies could be enhanced to improve regional safety and the ability for the region to achieving federal safety targets. A summary of input from stakeholders and comment letters received can be found in **Attachments C and D**, respectively.

Based on target-setting coordination with Caltrans and feedback from Bay Area stakeholders, staff has identified supporting Caltrans 2018 statewide targets as the preferred targets option for MTC. Caltrans' statewide targets are ambitious and align with a Vision Zero approach adopted by several Bay Area jurisdictions. Supporting these aggressive targets reflects the importance of roadway safety to MTC and its stakeholders while providing strong alignment with the state. MTC will monitoring regional progress toward statewide target and report region-specific data for the safety performance measures through Vital Signs.

Summary of Proposed Targets

Measure	2018 Target
Number of fatalities	Support State Target
Rate of fatalities	Support State Target
Number of serious injuries	Support State Target
Rate of serious injuries	Support State Target
Number of non-motorized fatalities and non-motorized serious injuries (bicyclists and pedestrians)	Support State Target

Targets to be Set in the Next Six Months

Over the next six months, staff will work to set 2020 targets related to CMAQ (including traffic congestion and mobile emissions) as well as 2018 transit asset management targets. Future work in 2018 will focus on other asset management categories (pavement and bridges) as well as system performance (reliability and goods movement).

Proposed 2018 Targets for Roadway Safety

General Information

Goal	Safety
Performance Measure(s)	<ul style="list-style-type: none">• Number of fatalities (<i>5-year rolling average; all public roads</i>)• Rate of fatalities per 100 million vehicle miles traveled (<i>5-year rolling average; all public roads</i>)• Number of serious injuries (<i>5-year rolling average; all public roads</i>)• Rate of serious injuries per 100 million vehicle miles traveled (<i>5-year rolling average; all public roads</i>)• Number of non-motorized fatalities and non-motorized serious injuries (<i>5-year rolling average; all public roads</i>)
Target(s) for Year	2018
Target(s) Deadline for MTC Approval	February 28, 2018

The Metropolitan Transportation Commission has elected to support safety targets adopted by Caltrans in August 2017 for use in calendar year 2018. These targets align with a Towards Zero Deaths goal by year 2030.

MTC Federal Safety Performance Measures: Stakeholder Input

In October and November, staff sought input from Bay Area stakeholders on potential safety targets. The three target-setting options were presented at meetings with CMA Planning Directors (CMA PD), Partnership Board, Project Delivery Working Group (PDWG), Local Streets and Roads Working Group (LSRWG), Active Transportation Working Group (ATWG), and Partnership Technical Advisory Committee (PTAC). Staff also reached out directly to local road safety and active transportation advocacy groups to request feedback on the potential targets and publicized the opportunity to submit comments via the MTC website. MTC also received comment letters from the Vision Zero Network, San Francisco Municipal Transportation Agency (SFMTA), and the Oakland Department of Transportation (Oakland DOT).

In the discussions at these meetings and comments received, stakeholders discussed their preferred target-setting option and additional strategies MTC should consider to achieve the safety goal. A summary of feedback is shown below.

Category	Comment	Group(s)
<i>Key points raised in support of Caltrans targets</i>	Backing Caltrans statewide targets demonstrates support for the State	CMA PD
	Since the region does not have a safety-specific funding program at this time, MTC should not set a region-specific target	CMA PD; PDWG; LSRWG; PTAC
	Coordinating transportation programming between various agencies will be less complicated if Caltrans and MTC are fully aligned on safety targets	CMA PD; ATWG
<i>Key points raised in support of setting region-specific targets more ambitious than the State</i>	Setting a region-specific numerical target would make MTC a leader in prioritizing safety	Vision Zero Network; Silicon Valley Bicycle Coalition
	MTC should set ambitious safety targets	Vision Zero Network; SFMTA; Oakland DOT
	Can set a clear target to reduce fatalities and serious injuries	Oakland DOT
<i>Key points raised in support of setting region-specific targets less ambitious than the State</i>	Achieving the State's non-motorized target may be difficult because the measure does not consider bike/ped rates and the Bay Area has a higher (and growing) bike/ped mode share	ATWG
	MTC targets should be realistic and achievable	PTAC

Category	Comment	Group(s)
<i>Vision Zero</i>	Targets MTC adopts should be aligned with Vision Zero/Towards Zero Deaths	PDWG; LSRWG; Vision Zero Network; SFMTA; Oakland DOT
<i>Going beyond targets</i>	To achieve any safety target, MTC should make efforts to incorporate safety into programming and planning going forward	CMA PD; PDWG; LSRWG; PTAC; Vision Zero Network; SFMTA; Oakland DOT; Silicon Valley Bicycle Coalition
	Additional data and methodologies for tracking crashes, exposure to crash risk, and fatality and injury rates – especially for non-motorized modes – is needed to inform safety programming and policy decisions	PDWG; LSRWG; ATWG; East Bay Bike Coalition; Vision Zero Network; SFMTA; Oakland DOT
	MTC should actively support road safety policies such as speed management, automated speed enforcement, Vision Zero, and Complete Streets	Vision Zero Network; Oakland DOT



City of
Oakland

Department of Transportation
250 Frank H. Ogawa Plaza, Suite 4344
Oakland California 94612-2033
(510) 238-2967

November 8, 2017

Ken Kirkey
Director of Planning
Metropolitan Transportation Commission
375 Beale Street, Suite 800

Subject: 2018 Safety Performance Targets

Dear Mr. Kirkey,

Thank you for the opportunity to provide input on 2018 Safety Performance Targets for the Bay Area. We appreciate the analysis provided by MTC staff to the Partnership Board and are writing to encourage the Metropolitan Transportation Commission to select Option 3, to establish region-specific targets no higher than the 2016 baseline. The City of Oakland has committed to Vision Zero to end all traffic deaths and serious injuries and strongly supports the region and state adopting similarly ambitious goals.

Unfortunately, traffic deaths are on the rise nationally, in California, and in many Bay Area cities, and the greatest increases are being borne by people walking (including walking to transit) and bicycling. As a region working toward ambitious mode-shift goals, we must focus on addressing these trends to save lives today and support the mode-shift goals we hope to achieve.

The 2018 Safety Performance Target's "Option 3" sets clear reductions in the number of traffic deaths and serious injuries on our regional transportation network, and helps advance MTC's Vision Zero planning efforts. Ideally, setting a clear target will help guide MTC's allocation of resources for regional funding programs and in the next Plan Bay Area, resulting in increased safety projects at the local level and greater benefits for the communities we serve. We look forward to working with MTC and other regional partners to implement projects and programs that support achieving this goal.

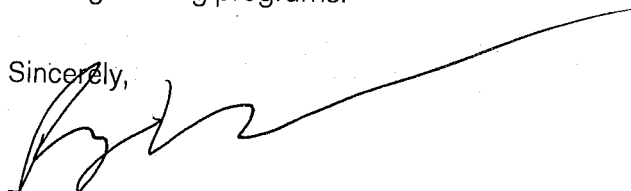
We also encourage MTC to develop additional methodologies for tracking the safety benefits of projects. In the previous Plan Bay Area, this benefit was calculated as proportional to reductions in Vehicle Miles Traveled (VMT). However, reducing VMT on highways is likely to have a different impact on safety than reducing VMT on crowded urban streets. Further, many effective safety

projects, such as the pedestrian safety elements identified in our Pedestrian Plan, are unrelated to VMT.

Finally, as many cities in the Bay Area are committing to a Vision Zero approach, we encourage the MTC to support regional tracking, including the development of a regional high injury network for people walking, bicycling and in motor vehicles, and tracking regional deaths and serious injuries to inform priorities.

We can achieve significant reductions in traffic deaths and serious injuries region-wide by ensuring that every project prioritizes safety and that no opportunities are missed. In order to achieve ambitious reductions in death and disability, we recommend that MTC sets similarly ambitious targets by selecting Option 3 and providing incentives for safety improvements within existing funding programs.

Sincerely,



Ryan Russo

Director, Department of Transportation

VISION ZERO NETWORK

TO: MTC Partnership Board, Steve Heminger, Dave Vautin, Stephanie Mak,
FROM: Leah Shahum & Jenn Fox, Vision Zero Network
RE: Comments on 2018 Safety Performance Targets
DATE: October 26, 2017

This memorandum contains comments on the Metropolitan Transportation Commission's (MTC's) proposed 2018 road safety performance targets and ongoing efforts to improve road safety in the San Francisco Bay Area. Thank you for this opportunity to share our feedback on behalf of the Vision Zero Network, a nonprofit project based in San Francisco working to promote Vision Zero – the goal of zero traffic deaths and severe injuries – across the nation. We are proud to be working with dozens of communities, including several in the Bay Area, to help them reach their Vision Zero goals, ensuring safe mobility for all.

Proposed safety performance targets

With the Highway Safety Improvement Program (HSIP), MTC is setting five targets for: fatalities, rate of fatalities, number of serious injuries, rate of serious injuries, and non-motorized fatalities and non-motorized serious injuries. We received staff's memorandum on the target-setting process for the Safety Performance Measures Final Rule and are providing the below feedback, encouraging MTC to set specific targets.

We encourage MTC to adopt meaningful, aggressive and measurable safety targets as well as evaluation measures to track progress toward these targets. Rather than not stating any numbers (option 1), we encourage MTC to be a leader in prioritizing safety and to set ambitious Bay Area targets based on region-specific methodology (option 3).

Additionally, as important as the targets (where MTC can decide to adopt the California target or set their own), is the measurement of the targets. We encourage MTC to accompany the targets with specific evaluation measures, such as:

- Safety infrastructure investments: number, cost, and percent of safety projects in the RTP investment packages region-wide and in communities of concern
- Exposure to crash risk: approximates the risk of exposure to crashes region-wide and in communities of concern

Related to HSIP targets, we encourage MTC to continue to work with State and local jurisdictions to bring in additional data to ensure that the data used to measure progress on HSIP targets is locally and regionally relevant and informative in safety efforts. For example, San Francisco has made advances in deepening its data for decision-making by combining the traditional police-reported traffic injury data with data from hospitals/emergency services. This could be a model for the regional approach to gathering, analyzing, and using data to prioritize efforts and funding toward safety. We hope that whatever approach MTC chooses for 2018 targets, they will seek to set targets that help the region and localities work toward zero deaths.

Additional opportunities to improve safety

We want to thank MTC senior staff for being interested in actions that will achieve the ultimate goal of HSIP targets - a data-driven, strategic approach to improving safety on all public roads. To that end, we encourage the following in addition to the above suggestion to set, measure and support safety targets.

1. **Support speed management.** We encourage MTC consider ways to promote proven speed management strategies (including roadway design) as best practices with multiple benefits in addition to safety. We hope MTC will provide additional support for automated speed enforcement efforts (such as CA Assembly Bill 342).
2. **Include safety in all funding.** There are opportunities to increase priority to safety goals within existing funding sources, for example, to integrate safety with arterial system synchronization. We encourage MTC to think about how safety can be incorporated in all programs.
3. **Boost data analysis and information** to help the region understand and address safety issues. A regional map of speed limits could be overlaid with a regional high injury network, and emergency and hospital service data to help localities and the region work together on traffic safety priorities.
4. **Work with CMAs on Complete Streets and safety.** In recent letters to MTC, [Sierra Club](#) and [Safe Routes to Schools](#), described the importance of the Complete Streets program in meeting Plan Bay Area performance targets. We all encourage MTC to adequately staff active transportation work, emphasize safe speed design strategies, and provide leadership and trainings to help CMAs implement the Complete Streets requirements and checklist.

We commend MTC for convening the [Partnership](#) and acknowledge all of the member agencies' roles to improve safety, mobility and air quality. Additional resources include this national resource on [Centering Safety at Metropolitan Planning Organizations](#), model MPO [safety targets and performance measures](#), the National Association of City Transportation Officials [safety design resources](#), and this [MPO guidebook for using safety as a prioritization factor](#).

We look forward to working with MTC and the Partnership to assist MTC to set clear, measureable traffic safety goals for the Bay Area, including:

- Establish safety targets (including interim targets) for all modes of transportation – walking, biking, driving and public transport
- Fully leverage federal and state funding for safety
- Incentivize projects that include safety
- Advance policies and practices toward speed management with the goal of safety
- Recognize and support local Vision Zero strategies

We hope MTC leaders on the Commission and staff, as well as city and community leaders throughout the Bay Area, will leverage the recommendations the Vision Zero Network has developed to continue to elevate safety within MTC's priorities and efforts.

Thank you again for this opportunity to share our feedback. To learn more about Vision Zero and our efforts at the Vision Zero Network, please visit visionzeronetwork.org



SFMTA
Municipal
Transportation
Agency

Edwin M. Lee, *Mayor*

Cheryl Brinkman, *Chairman*

Malcolm Heinicke, *Vice-Chairman*

Gwyneth Borden, *Director*

Lee Hsu, *Director*

Joél Ramos, *Director*

Cristina Rubke, *Director*

Art Torres, *Director*

Edward D. Reiskin, *Director of Transportation*

November 8, 2017

Ken Kirkey
Director of Planning
Metropolitan Transportation Commission
375 Beale Street, Suite 800

Dear Mr. Kirkey:

Thank you for the opportunity to participate in setting 2018 Safety Performance Targets for the Bay Area. We reviewed the memorandum to the Bay Area Partnership Board and are writing to encourage the Metropolitan Transportation Commission to select Option 3, to establish region-specific targets no higher than the 2016 baseline. San Francisco aims to achieve zero traffic deaths by 2024 and strongly supports the region and state adopting similarly ambitious goals.

We understand that due to the rolling-average calculation, reductions below the 2016 baseline will be difficult to achieve. We look forward to working with MTC and other regional partners to implement projects and programs that support achieving this goal. If this means that safety must become a higher priority for regional funding programs and in the next Plan Bay Area, we support that outcome.

We also encourage MTC to develop additional methodologies for tracking the safety benefits of projects. In the previous Plan Bay Area, this benefit was calculated as proportional to reductions in Vehicle Miles Traveled (VMT). However, reducing VMT on highways is likely to have a different impact on safety than reducing VMT on crowded urban streets. Further, many effective safety projects, such as the pedestrian safety elements incorporated into our Muni Forward program, are unrelated to VMT.

We feel that we can make significant progress Toward Zero Deaths region wide by similarly ensuring that every project is a safety project, and recommend that MTC provide incentives for safety elements within existing funding programs.

Regards,

Edward D. Reiskin
Director of Transportation

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Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-3000 **Version:** 1 **Name:**
Type: Report **Status:** Commission Approval
File created: 11/2/2017 **In control:** Planning Committee
On agenda: 12/8/2017 **Final action:**
Title: MTC Resolution No. 4316: Community-Based Transportation Planning (CBTP) Program Guidelines

Approval of MTC Resolution No. 4316 updates to program guidelines, first adopted per Resolution 3440 in 2002. Review of proposed distribution formula for Cycle 4 (2017-2021), which allocates \$1.5 million in funding to County Congestion Management Agencies (CMAs). Funding for the CBTP program is provided through the One Bay Area Grant Program (OBAG) 2.0.

Sponsors:

Indexes:

Code sections:

Attachments: [5a_MTC Res.No.4316-CBTP Program Guidelines_rev.pdf](#)
[5a_Handout 6 Wins Proposed Key Changes to Lifeline CBTP Guidelines 12 1 17.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4316: Community-Based Transportation Planning (CBTP) Program Guidelines

Approval of MTC Resolution No. 4316 updates to program guidelines, first adopted per Resolution 3440 in 2002. Review of proposed distribution formula for Cycle 4 (2017-2021), which allocates \$1.5 million in funding to County Congestion Management Agencies (CMAs). Funding for the CBTP program is provided through the One Bay Area Grant Program (OBAG) 2.0.

Presenter:

Vikrant Sood

Recommended Action:

Commission Approval

Attachments:



METROPOLITAN
TRANSPORTATION
COMMISSION

Agenda Item 5a
Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Planning Committee

DATE: December 6, 2017

FR: Executive Director

W.I. 1311

RE: MTC Resolution No. 4316: Community-Based Transportation Planning (CBTP) Program Guidelines

Background

Launched in 2002, the CBTP Program evolved out of two regional studies completed in 2001: one on the Lifeline Transportation Network (LTN), and the other on Environmental Justice (EJ). The LTN study identified travel needs and challenges in low-income communities, and recommended establishing a regional program to fund community-based planning in disadvantaged communities. Similarly, the EJ study identified the need for MTC to support local planning efforts in low-income communities.

Since 2002, the CBTP Program has provided roughly \$2.6 million in funding for over 40 collaborative planning processes in low-income communities¹ across the region. These processes have:

- Meaningfully engaged residents and other stakeholders, including community and faith-based organizations, local jurisdictions, transit operators, county Congestion Management Agencies (CMAs) and MTC; and
- Resulted in plans that include locally-identified transportation needs, solutions and priorities.

Each plan reflects the following three goals and objectives of the regional program:

- Emphasize resident participation in the plan development process;
- Foster collaboration between residents, community organizations, local jurisdictions, transit operators, CMAs and MTC; and
- Build local capacity by engaging community-based organizations throughout the process.

Planning Grants

MTC has funded multiple cycles of CBTP grants. Starting in the 2002-2003 cycle, MTC funded five CBTPs,² as a pilot. CMAs received \$60,000 in State Transit Assistance (STA) funds for each CBTP for resident engagement, needs assessment, and developing a priority list of projects within the planning area. Projects identified in CBTPs were eligible to compete for funding through MTC's Lifeline Transportation Program.³ Over two more cycles, MTC funded 35 CBTPs at \$60,000 each⁴.

¹ MTC defined low-income communities as Communities of Concern even though the CoCs are identified using many other factors such as race/ethnicity, age (over 65 years), disability, rent burden, linguistic isolation, and vehicle ownership.

² The 2001 Regional Transportation Plan (RTP) designated forty one CoCs.

³ For more information on MTC's Lifeline Transportation Program, see: <https://mtc.ca.gov/our-work/fund-invest/investment-strategies-commitments/transit-21st-century/lifeline-transportation>

⁴ TAM funded the CBTP in Novato, as it is not an MTC-designated CoC.

In November 2015, the MTC Commission set aside \$1.5 million from the second round of the One Bay Area Grant (OBAG) Program for a fourth cycle of CBTPs.

Draft guidelines for the 2017-2021 cycle of the CBTP Program are included as Attachment A of MTC Resolution No. 4316 for review and comment. A summary of the key elements and revisions to the guidelines include:

- Funding distributed by low-income population to each county with a minimum of \$75,000 and a maximum of \$300,000;
- More flexibility to coordinate with other planning efforts, and develop CBTPs more multiple CoCs;
- New use it or lose it provisions to ensure plans are delivered in a timely manner;
- New requirements for local match and set asides for community engagement;
- More flexibility for CMAs to designate additional disadvantaged communities to reflect local conditions; and
- New requirements for CMAs to update the needs assessment components of CBTPs every five years and to track and report progress on implementation of projects and programs identified in CBTPs.

A map of CoCs from PBA 2040 is included in Attachment A of MTC Resolution No. 4316. A list of CBTPs funded through the previous three cycles is included as an attachment to this memo.

Next Steps

Staff is requesting the Planning Committee refer MTC Resolution No. 4316 – the draft guidelines, for the 2017-2021 cycle of the CBTP Program, included in Attachment A of MTC Resolution No. 4316 – to the Commission for approval.



Steve Heminger

Attachments:

- Attachment A: List of Funded and Completed CBTPs (2002 to 2017)
- MTC Resolution No. 4316, 2017-2021 CBTP Program Guidelines

SH:kk/vs

J:\COMMITTEE\Planning Committee\2017\12_PLNG_Dec 2017\5ai_CBTP Guidelines_v5.docx

Attachment: List of Funded and Completed CBTPs

	<i>Community of Concern</i>	<i>County CMA</i>	<i>Year Funded</i>	<i>Amount</i>	<i>Year Completed</i>
1	Ashland/Cherryland	ACTC	2002-01	\$60,000	2004
2	Richmond/San Pablo	CCTA	2002-01	\$60,000	2004
3	Napa	NVTA	2002-01	\$60,000	2004
4	East Palo Alto	C/CAG	2002-01	\$60,000	2004
5	Dixon	STA	2002-01	\$60,000	2004
6	West Oakland	ACTC	2004-05	\$60,000	2007
7	Monument Corridor Concord	CCTA	2004-05	\$60,000	2007
8	Canal District/San Rafael	TAM	2004-05	\$60,000	2007
9	Gilroy	VTA	2004-05	\$60,000	2007
10	South/West Berkeley	ACTC	2004-05	\$60,000	2007
11	East Oakland	ACTC	2004-05	\$60,000	2007
12	Pittsburg/Bay Point	CCTA	2004-05	\$60,000	2007
13	Tenderloin/Little Saigon	SFCTA	2004-05	\$60,000	2007
14	Mission/Geneva	SFCTA	2004-05	\$60,000	2007
15	Roseland-Santa Rosa	SCTA	2004-05	\$60,000	2007
16	Daly City/Bayshore	C/CAG	2004-05	\$60,000	2008
17	Cordelia	STA	2004-05	\$60,000	2008
18	Vallejo	STA	2004-05	\$60,000	2008
19	Downtown Martinez	CCTA	2004-05	\$60,000	2009
20	Marin City	TAM	2004-05	\$60,000	2009
21	Milpitas	VTA	2004-05	\$60,000	2009
22	East San Jose	VTA	2004-05	\$60,000	2009
23	Bayview/Hunters Point	SFCTA	2004-05	\$60,000	2010
24	Alameda	ACTC	2008-09	\$60,000	2009
25	Southwest Healdsburg	SCTA	2008-09	\$60,000	2009
26	Guerneville/Monte Rio	SCTA	2008-09	\$60,000	2009
27	North Vacaville	STA	2008-09	\$60,000	2010
28	Central Sonoma Valley	SCTA	2008-09	\$60,000	2010
29	North Central San Mateo	C/CAG	2008-09	\$60,000	2011
30	South of Market	SFCTA	2008-09	\$60,000	2012
31	S. San Francisco/San Bruno	C/CAG	2008-09	\$60,000	2012
32	Central/East Fairfield	STA	2008-09	\$60,000	2012
33	Alviso/Shoreline/Sunnyvale	VTA	2008-09	\$60,000	2013
34	Potrero Hill/Inner Mission	SFCTA	2008-09	\$60,000	2015
35	Chinatown/North Beach/Treasure Island	SFCTA	2008-09	\$60,000	2015
36	Novato ¹	TAM	-	\$0	2015
37	Rodeo/Crocket/Hercules	CCTA	2008-09	\$60,000	2017
38	Western Addition/Fillmore	SFCTA	2008-09	\$60,000	2017
39	East Santa Clara	VTA	2008-09	\$60,000	2019
40	East Brentwood	CCTA	2008-09	\$60,000	Not started
41	Mountain View	VTA	2008-09	\$60,000	Not started
42	South San Jose/Morgan Hill	VTA	2008-09	\$60,000	Not started
Total				\$2.6 M	

¹ Funded by TAM through OBAG. Not an MTC-designated CoC.

Date: December 20, 2017
W.I.: 1311
Referred by: Planning

ABSTRACT

Resolution No. 4316

This Resolution adopts program guidelines for the 2017-2021 cycle of the Community-based Transportation Planning Program.

Date: December 20, 2017
W.I.: 1311
Referred by: Planning

RE: Community-based Transportation Planning Program Guidelines - 2017-2021 Cycle

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4316

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, the Lifeline Transportation Network and the Environmental Justice Reports as components of the 2001 Regional Transportation Plan, identify transit needs in economically disadvantaged communities throughout the San Francisco Bay Area and recommend the initiation of community-based transportation planning as a first step to address them; and

WHEREAS, MTC established guidelines to launch and implement the Community-based Transportation Planning (CBTP) Program in 2002 in response to the recommendations outlined in the Lifeline Transportation Network and the Environmental Justice Report; and

WHEREAS, the CBTP Program has provided roughly \$2.5 million in funding for over 40 collaborative planning processes in low-income communities¹ across the region since 2002; and

WHEREAS, lessons learned through the CBTP Program since the guidelines were first established in 2002 warrant updating the guidelines in advance of a new CBTP funding cycle; now therefore be it

RESOLVED, that MTC approves the guidelines for the 2017-2021 cycle of the CBTP Program, as set forth in Attachment A of this Resolution; and be it further

RESOLVED, that Attachment A of this Resolution may be amended from time to time.

¹ MTC defined low-income communities as Communities of Concern even though the CoCs are identified using many other factors such as race/ethnicity, age (over 65 years), disability, rent burden, linguistic isolation, and vehicle ownership.

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution was adopted by the
Metropolitan Transportation Commission
at a regular meeting of the Commission held
in San Francisco, California, on December 20, 2017.

Community-Based Transportation Planning Program Guidelines - 2017-2021 Cycle

The following guidelines shall apply to the 2017-2021 Community-Based Transportation Planning (CBTP) Program:

1. **Program Goals** – in developing the CBTPs, the County Congestion Management Agencies (CMAs) must address the following two goals of the regional program:
 - Improve access and mobility for low-income communities, for commute as well as non-commute trips; and
 - Engage residents and community organizations in conducting the analysis and shaping the recommendations.

In addition, CMAs are encouraged to consider non-traditional solutions to meet travel needs of low-income communities. Non-traditional solutions may include car share, bike share, ride-sharing, van- and/or car-pooling, and on-demand, flex-route transit, among others.

2. **Funding allocation** – each county shall receive a CBTP planning grant based on its share of the region's low-income population² (U.S. Census American Community Survey, 2015). The grants shall be limited to a maximum funding amount equal to 20 percent of the total funds, or \$300,000, and a minimum of \$75,000. The total funding available for the CBTP program is \$1.5 million through the second round of the One Bay Area Grant Program (OBAG 2.0). Of this total, \$35,000 shall be set aside by MTC for conducting a program evaluation in 2021. County allocations are laid out in the table below.

Table 1: Proposed CBTP Funding Allocation

County	Population – Low-Income Share	Low-Income – Share in Region	Low-Income Population	Funding Proportional to Low-Income Population	Adjusted CBTP Grants (max. \$300,000 and min. \$75,000 per county)	
Alameda	27%	23%	426,642	\$337,987	\$300,000	20%
Contra Costa	25%	15%	272,721	\$216,051	\$215,000	14%
Marin	20%	3%	49,052	\$38,859	\$75,000	5%
Napa	28%	2%	38,553	\$30,542	\$75,000	5%
San Francisco	27%	12%	225,756	\$178,845	\$175,000	12%
San Mateo	21%	8%	155,274	\$123,009	\$120,000	8%
Santa Clara	23%	22%	415,848	\$329,436	\$300,000	20%
Solano	30%	7%	122,735	\$97,231	\$95,000	6%
Sonoma	29%	8%	142,693	\$113,042	\$110,000	7%
Bay Area	25%	100%	1,849,272	\$1,465,000	\$1,465,000	100%

Source: U.S. Census American Community Survey, 2011-2015, 5-year average, MTC analysis

² Population in households earning less than 200 percent of the federal poverty level in 2015.

3. ***Coordination with other planning efforts*** – CMAs may combine CBTPs for more than one CoC, or develop a countywide plan for all CoCs. CBTPs may be developed as part of an existing planning effort (for e.g., planning for Priority Development Areas, county-wide investment and growth strategy, county-wide transportation program, or local jurisdiction general or specific plan). All program guidelines for the 2017-2021 CBTP Program shall still apply to the CBTP component of these planning efforts. If developing standalone CBTPs per CoC, CMAs may spend no more than \$100,000 of the planning grant on each plan.
4. ***Use it or lose it provision*** – CMAs shall administer the CBTP program and must initiate the planning process for each plan within nine months of executing a grant agreement (or MoU amendment) with MTC, and adopt the plan within three years of initiating the planning process. Any funds not used within this time period shall be repurposed by MTC at its discretion for other CBTPs.
5. ***Local match*** – CMAs must provide a ten percent match for the CBTP planning grants, which may be in the form of in-kind staff time (source of CBTP funding is the State Transit Assistance program).
6. ***Incentives for community engagement*** – CMAs are highly encouraged to set aside up to 10 percent of the planning grant towards direct financial support to local community-based organizations (CBOs). This funding may be used by the CBO(s) to provide services (for e.g., translation, outreach or meeting coordination) and/or to participate in the planning process (for e.g., as stipends).
7. ***Eligible uses*** – eligible uses for CBTP planning grants include, consultant services, direct costs or stipends associated with plan development and adoption, stakeholders engagement, and, if applicable, an implementation plan. The individual plans must be developed for MTC-designated CoCs (see map of CoCs below). CMAs may designate additional transportation disadvantaged areas (TDAs), which would also be eligible for CBTP planning grants. The criteria for identifying additional TDAs must include at least one of the following three demographic characteristic: income, age (youth or seniors) and disability. In the North Bay, CMAs may designate areas affected by recent wildfires as a TDA. CMAs must designate TDAs before executing a grant agreement (or MoU amendment) with MTC.
8. ***Prioritizing planning areas*** – CMAs are encouraged to prioritize CBTPs for areas that do not currently have a plan, areas where the plan is more than 5 years old, and areas that have the highest concentration of low-income populations.
9. ***Key components and deliverables*** – CBTPs must include key components and deliverables identified in Table 2 below. Some components may be rolled into a broader effort (for e.g., outreach and engagement for a general plan update could count towards component A.). All components may or may not be completed at the same scale (for e.g., a countywide baseline conditions analysis and needs assessment for all CoCs may be followed by separate recommendations for each CoC).

Table 2: Key Components and Deliverables for CBTP Plans

<i>Plan Components</i>	<i>Guidance and Description</i>
<i>A. Outreach and Engagement</i>	Identify key stakeholders (for e.g., partner agencies, CBOs and disadvantaged/ under-represented populations), describe outreach activities (for e.g., interviews, workshops, forums, focus groups, surveys, and polls), develop multi-lingual collateral materials (for e.g., newsletters, flyers, and website), and document residents and community feedback.
<i>B. Baseline Conditions</i>	Create a map of the planning area (showing community facilities and amenities, major transportation infrastructure, regional context, CoCs, and if applicable TDAs), summarize demographic characteristics (current conditions and recent trends, if relevant), document existing transportation services (by mode, spatial distribution and temporal characteristics), etc.
<i>C. Needs Assessment</i>	Identify key local, sub-regional and regional destinations for residents and workers in CoCs and TDAs (for e.g., job centers, medical and community facilities, grocery stores, etc.), gaps in existing transportation services and infrastructure to access these destinations, and barriers to filling these gaps, etc.
<i>D. Recommendations</i>	Identify potential solutions, innovative approaches, or best practices from other regions; address the role of emerging technologies; and develop a prioritized list of initiatives, projects and/or programs, etc.
<i>E. Implementation</i>	Develop an implementation plan for key recommendations, as needed.
<i>F. Monitoring and Evaluation</i>	Develop a process and institute a mechanism to track progress (for each initiative, project and/or program), establish monitoring protocols, etc.

Plan Bay Area 2040 Communities of Concern Map





Community-Based Transportation Planning Program

Planning Committee

December 8, 2017



METROPOLITAN TRANSPORTATION COMMISSION

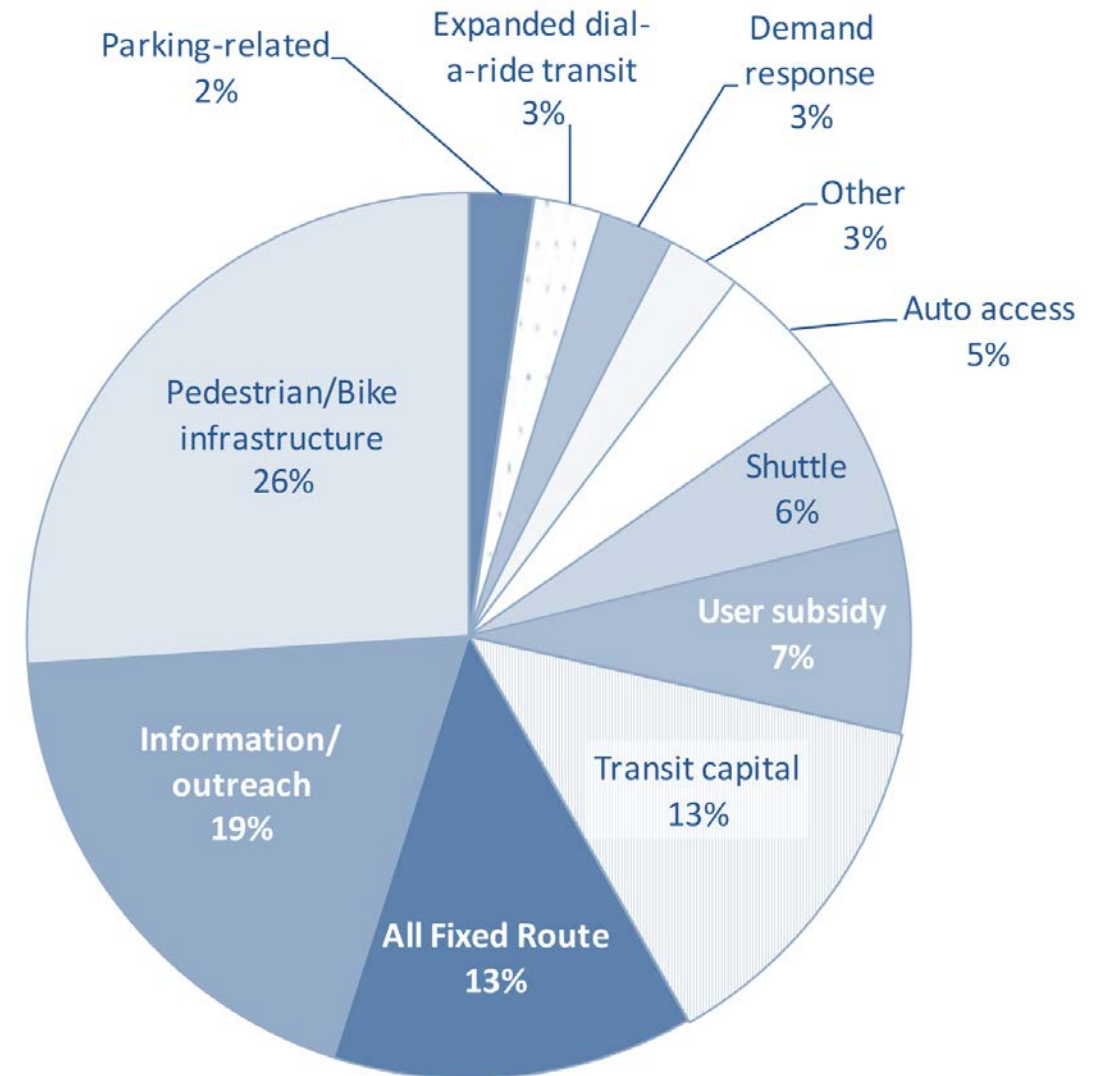
Background

- Established in 2002 along with the Lifeline Transportation Program.
- Funds planning in MTC-designated Communities of Concern.
- Emphasizes meaningful community outreach and engagement.
- Identifies projects/programs that improve access and mobility for low-income residents.
- Administered by CMAs.



Accomplishments

- Funded plans in over 40 communities, with approximately \$2.6 million in grants.
- Improved understanding of access and mobility needs of low-income residents.
- Built capacity among partners to plan for and deliver improved services.
- Informed funding allocation for the Lifeline Transportation Program.



Areas for Improvement

- *Funding* – the program provided \$60,000 per plan though most cost more than \$75,000.
- *Flexibility* – CMAs/cities were not able to integrate CBTPs into local planning initiatives such as PDA plans.
- *Resident Engagement* – community-based organizations could have played a stronger role in outreach activities.
- *Defining CoCs* – CMAs were not able to designate additional disadvantaged communities to reflect local conditions.
- *Understanding Needs* – some CBTPs did not tackle the broader access and mobility needs of low-income residents.
- *Timeline* – six plans took more than five years to complete while three have not yet started.
- *Tracking Implementation* – county plans only reference CBTPs.

Updated Guidelines

- Clearer and simpler program goals;
- Flexibility to coordinate with other planning efforts;
- Flexibility to combine CBTPs across multiple CoCs;
- Use it or lose it provision;
- 10 percent local match requirement;
- 10 percent set aside for community engagement;
- Ability to designate additional disadvantaged areas (including fire-affected areas in the North Bay);
- Commitment to regularly update the needs assessment component; and
- Commitment to track project/program implementation.



Source: East Bay Times



Source: Safe Routes to School, Marin

Funding Allocation

County	Population – Low-Income Share	Low-Income – Share in Region	Low-Income Population	Funding Proportional to Low-Income Population	Adjusted Grants (max. \$300,000 and min. \$75,000)	
Alameda	27%	23%	426,642	\$337,987	\$300,000	20%
Contra Costa	25%	15%	272,721	\$216,051	\$215,000	14%
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Bay Area	25%	100%	1,849,272	\$1,465,000	\$1,465,000	100%

Source: U.S. Census American Community Survey, 2011-2015, 5-year average, MTC analysis

Next Steps

<i>Milestones</i>	<i>Timeline</i>
Planning Committee (review)	December 2017
MTC Commission (approval)	December 2017
Funding Available (per OBAG 2)	October 2018
Anticipated Start Date	January 2019
Anticipated Completion Date	December 2020



Proposed Key Changes to Lifeline Guidelines

The Metropolitan Transportation Commission (MTC) must meet its commitment to advance regional transportation equity under Plan Bay Area 2040 by addressing mobility and public transportation access needs of low-income and other underserved Bay Area residents. In particular, we urge MTC to revise the existing guidelines to the Lifeline Transportation (Lifeline) Program and the Community-based Transportation Planning (CBTP) Program so that MTC could fulfill this commitment. The following principles and associated key recommended changes to the two program guidelines correspond with and elaborate on recommendations included in the 6 Wins Network Proposal (Proposal) that we shared in March 2017 (last updated in August 2017).

Principles

Principle 1: Engage and build leadership by low-income and communities of color. Low-income and other underserved residents are the experts of their own transportation needs. Therefore, building robust community engagement and leadership will fulfill Lifeline’s purpose of funding “community-based transportation projects” that “result in improved mobility for low-income residents,”¹ and similarly the CBTP Program’s purpose of meeting “transit needs in economically disadvantaged communities”.² Such engagement has the potential to develop capacity and civic leadership among community members to engage in transportation decision-making.

Principle 2: Ensure community decision-making. Low-income residents and other underserved residents and community-based organizations (CBOs) and/or non-profit organizations that work with these residents must also have decision-making power in every step of implementing both programs, including process design, needs assessment, project development, and project selection.

Principle 3: Ensure that low-income and underserved residents determine priorities. Lifeline funds should be spent on projects that address the current priority needs and investments identified by low-income and other underserved residents under a recent CBTP or equivalent planning process.

Principle 4: Require transparency and accountability in process and outcomes. Information about each stage of the Lifeline and CBTP process should be publicly available and accessible by low-income and underserved residents. This will enable community oversight in accordance with Principles 1 through 3 and provide a mechanism for agency reflection, accountability, and improvement.

Principle 5: Build relationships between residents and government. A more participatory Lifeline program will bring community residents, CBOs, and local and regional government staff together in ways that deepen trust and the practice of democracy.

¹ Metropolitan Transportation Commission. *Lifeline Transportation Program Cycle 4 Guidelines*, at p.3.

² Metropolitan Transportation Commission. *Community-based Transportation Planning Program Guidelines*, at p.1.

Specific Recommendations

We are pleased to see that MTC is updating guidelines for both programs to encourage and incentivize congestion management agencies (CMAs) and other relevant stakeholders to adopt a Participatory Budgeting (PB) process for implementing the two programs. (MTC should include an appendix outlining how the PB process can be used for each program as we have proposed.) For those CMAs that do not use PB, we recommend that MTC adopt the following key recommendations – please see our Proposal for a more complete discussion of all recommendations:

Lifeline Guidelines

1. **Community Engagement Plan.** Require CMAs to adopt and implement a Community Engagement Plan with at least 3 best practices that will result in maximum participation and leadership by low-income residents and CBOs that work with these residents. (See language we have proposed in Appendix 2 (Section d) of the current Lifeline guidelines.)
2. **Community Prioritization.** Require CMAs to prioritize for funding projects ranked highest by low-income residents in CBTPs or through other equivalent local planning that have been completed within the past five years. (See proposed language in Appendix 2 (Section b).)³
3. **Reporting Requirements.** Require CMAs to report on performance metrics for each project, in particular whether the project has primarily resulted in mobility or transportation access for low-income people, as well as the specific proportion of project beneficiaries that are low-income. Community engagement plans and funding reports should be posted on MTC and CMA websites. (See proposed language in Sections 16, Appendix 2 (Section e), and a new section on reporting requirements.)

CBTP Guidelines

1. **Consultants must be CBOs and/or non-profit organizations.** Require CMAs to conduct CBTP planning in partnership with CBOs and/or non-profits that work with low-income and other underserved residents as consultants, and to prioritize contracts with CBOs and/or non-profits (as opposed to for-profit consultants). CBOs should receive funding for participating in the planning process. The 10% of CBTP planning funding that MTC proposes to set aside for community engagement should be reserved for CBOs that work directly with low-income and other underserved residents. (See proposed language in Sections 4 and 6 of the 2002 CBTP guidelines.)
2. **Steering Committee.** Require CMAs to work with CBOs and/or non-profits to establish a Steering Committee to design and oversee a collaborative CBTP planning process. The majority of Steering Committee members must be low-income and other underserved residents, and CBOs that work with these residents. (See proposed language in Sec. 8.)
3. **Community Engagement Plan.** Parties responsible for CBTP planning must adopt a Community Engagement Plan with a minimum of 3 best practices for involving low-income residents and CBOs that work with these residents. The Community Engagement Plan must include a process for ranking low-income and other underserved residents' needs, and prioritize associated project into tiers based on the needs identified by these residents. (See proposed language in Sec. 8.)
4. **Action Plan.** Require CMAs to create an action plan for implementing all projects within five years of the completion of CBTPs. The action plan should include specific implementation timelines and a list of viable funding sources for each project identified to have the highest priority level. (See proposed language in Section 8, in particular the paragraph on the primary elements of a CBTP.)

³ In addition, the project selection criteria on project goals, community-identified priority, and community engagement criteria must have greater weight in Lifeline project selection than the management capacity, cost-effectiveness, and project budget criteria. (See language we have proposed in Section 11 and Appendix 2.)