

Metropolitan Transportation Commission Programming and Allocations Committee

July 12, 2017

Agenda Item 4a

Resolution No. 4218, Revised

Subject:	Revision to the 2017 Regional Active Transportation Program (ATP) Cycle 3 Guidelines
Background:	<p>In January 2017, MTC approved the program of projects for the regional Cycle 3 Active Transportation Program, which covers FY 2019-20 and FY 2020-21. In April 2017, the Governor signed Senate Bill 1 (SB 1) into law, providing \$100 million annually in additional revenue to the ATP starting in FY 2017-18.</p> <p>On June 28, 2017, the California Transportation Commission (CTC) approved revised statewide guidelines for the 2017 ATP funding augmentation. The augmentation to the Cycle 3 ATP totals roughly \$200 million and covers FY 2017-18 and FY 2018-19. MTC expects an additional \$16 million be available for programming in the Regional ATP in those two earlier years. Under the revised CTC guidelines, CTC and MTC would advance projects selected in ATP Cycle 3 (which covered the two later years FY 2019-20 and FY 2020-21), and award augmented funding to projects not selected in ATP Cycle 3. A new application and scoring process is not necessary, unless there are insufficient high-scoring projects to use the additional funds.</p> <p>Staff proposes to revise MTC's Regional ATP Guidelines to acknowledge the additional SB 1 funds and to align MTC's Guidelines with CTC's ATP Augmentation Guidelines. Note that the current MTC ATP Guidelines includes a 20% target for projects requesting \$1 million or less. MTC's Guidelines also stipulate that if the 20% target is not met based on score order, projects requesting \$1 million and under which score five or fewer points under the lowest scoring funded project may be added to the Program in order to meet the target.</p> <p>Staff is already working with Cycle 3 sponsors to examine opportunities to advance programming to the earlier two years. Staff will return to this Committee in September with recommendations for programming projects as part of the ATP augmentation, via revision to MTC Resolution No. 4218. MTC's augmentation program of projects is due to CTC on October 19, 2017.</p>
Issues:	If MTC staff determine there are insufficient high-scoring projects to fully utilize the ATP augmentation funds, MTC may need to hold a supplemental call for projects. Should this be necessary, staff will update this Committee in September.
Recommendation:	1) Refer MTC Resolution No. 4218, Revised to the Commission for approval; 2) direct staff to submit a letter to the California Transportation Commission, describing MTC's proposed programming methodology; and 3) authorize a call for projects consistent with the revised guidelines if necessary.
Attachments:	MTC Resolution No. 4218, Revised, Attachment A

Date: February 24, 2016
W.I.: 1515
Referred by: PAC
Revised: 05/25/16-ED
01/25/17-C
07/26/17-C

ABSTRACT

Resolution No. 4218, Revised

This resolution adopts the Active Transportation Program (ATP) Regional Program Cycle 3 Guidelines and Program of Projects for the San Francisco Bay Area, for submission to the California Transportation Commission (CTC), consistent with the provisions of Senate Bill 99 and Assembly Bill 101.

This resolution includes the following attachments:

- Attachment A – Guidelines: Policies, Procedures, and Project Selection Criteria
- Attachment B – Regional Active Transportation Program of Projects

This resolution was revised via Executive Director Authority on May 25, 2016 to update the funding targets identified in Attachment A, Appendix A-2, to reflect the adopted 2017 Active Transportation Program Fund Estimate adopted by the California Transportation Commission on May 18, 2016.

This resolution was amended via Commission Action on January 25, 2017 to include Attachment B, Regional Active Transportation Program of Projects, and to update various appendices in Attachment A, Guidelines: Policies, Procedures, and Project Selection Criteria.

This resolution was amended via Commission Action on July 26, 2017 to update Attachment A, Guidelines: Policies, Procedures, and Project Selection Criteria to reflect the funding augmentation resulting from the passage of Senate Bill 1 (2017).

Further discussion of these actions is contained in the Summary Sheet to the MTC Programming and Allocations Committee dated February 10, 2016, January 11, 2017, and July 12, 2017.

Date: February 24, 2016
W.I.: 1515
Referred by: PAC

RE: Adoption of Regional Active Transportation Program (ATP)
Cycle 3 Guidelines and Program of Projects

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4218

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

WHEREAS, MTC has adopted and periodically revises, pursuant to Government Code Sections 66508 and 65080, a Regional Transportation Plan (RTP); and

WHEREAS, MTC is the designated Metropolitan Planning Organization (MPO) for the nine-county San Francisco Bay Area region and is required to prepare and endorse a Transportation Improvement Program (TIP) which includes federal funds; and

WHEREAS, MTC is the designated recipient for federal funding administered by the Federal Highway Administration (FHWA) assigned to the MPO/Regional Transportation Planning Agency (RTPA) of the San Francisco Bay Area for the programming of projects (regional federal funds); and

WHEREAS, the California State Legislature passed and the Governor signed into law Senate Bill 99 (Chapter 359, Statutes 2013) and Assembly Bill 101 (Chapter 354, Statutes 2013), establishing the Active Transportation Program (ATP); and

WHEREAS, MTC adopts, pursuant to Streets and Highways Code Section 2381(a)(1), an Active Transportation Program of Projects using a competitive process consistent with guidelines adopted by the California Transportation Commission (CTC) pursuant to Streets and Highways Code Section 2382(a), that is submitted to the CTC and the California Department of Transportation (Caltrans); and

WHEREAS, MTC has developed, in cooperation with CTC, Caltrans, operators of publicly owned mass transportation services, congestion management agencies, countywide

transportation planning agencies, and local governments, guidelines to be used in the development of the ATP; and

WHEREAS, a multi-disciplinary advisory group evaluates and recommends candidate ATP projects for MTC inclusion in the Active Transportation Program of Projects; and

WHEREAS, the ATP is subject to public review and comment; now, therefore, be it

RESOLVED, that MTC approves the guidelines to be used in the evaluation of candidate projects for inclusion in the ATP, as set forth in Attachment A of this resolution, and be it further

RESOLVED, that MTC approves the Active Transportation Program of Projects, as set forth in Attachment B of this resolution, and be it further

RESOLVED that the Executive Director or designee can make technical adjustments and other non-substantial revisions; and be it further

RESOLVED, that the Executive Director shall forward a copy of this resolution, and such other information as may be required to the CTC, Caltrans, and to such other agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION



Dave Cortese, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on February 24, 2016.

Date: February 24, 2016
W.I.: 1515
Referred by: PAC
Revised: 07/26/17-C

Attachment A
Resolution No. 4218
Page 1 of 14

2017 Regional Active Transportation Program (ATP)

Cycle 3

Guidelines

February 24, 2016
Revised: July 26, 2017

MTC Resolution No. 4218 Attachment A

Metropolitan Transportation Commission
Programming and Allocations Section
<http://mtc.ca.gov/our-work/fund-invest>

Date: February 24, 2016
W.I.: 1515
Referred by: PAC
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Attachment A
Resolution No. 4218
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**2017 Regional Active Transportation Program (ATP) Cycle 3
Guidelines
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2017 Regional Active Transportation Program Cycle 3 Guidelines

Background

In September 2013, the Governor signed Senate Bill 99 (Chapter 359, Statutes 2013) and Assembly Bill 101 (Chapter 254, Statutes 2013) into law, creating the Active Transportation Program (ATP). The State envisions the ATP to consolidate a number of other funding sources intended to promote active transportation, such as the Bicycle Transportation Account and Transportation Alternatives Program, into a single program.

State and federal law segregate ATP funds into three main components, distributed as follows:

- 50% to the state for a statewide competitive program
- 10% to the small urban and rural area competitive program to be managed by the state
- 40% to the large urbanized area competitive program, with funding distributed by population and managed by the Metropolitan Planning Organization (MPO) – hereinafter referred to as the “Regional Active Transportation Program”

The California Transportation Commission (CTC) developed guidelines for the Cycle 3 ATP, approved on March 17, 2016. The CTC Guidelines lay out the programming policies, procedures, and project selection criteria for the statewide competitive program, as well as for the small urban/rural and large MPO regional competitive programs. Large MPOs, such as MTC, have the option of developing regional policies, procedures, and project selection criteria that differ from those adopted by CTC, provided the regional guidelines are approved by CTC.

This document serves as MTC’s Cycle 3 Regional ATP Guidelines that substantially follow those of the CTC, but include a number of differences based on the region’s existing policies and priorities. MTC adopted these Guidelines for the MTC Regional Active Transportation Program on February 24, 2016, for final consideration by the CTC in March 2016.

2017 ATP Augmentation

In April 2017, the Governor signed Senate Bill 1 into law, increasing the revenue to the Active Transportation Program by \$100 million statewide starting in FY 2017-18. CTC approved guidelines for this new funding, the 2017 ATP Augmentation, on June 28, 2017. CTC’s revised guidelines allows projects selected in ATP Cycle 3 (which covered FY 2019-20 and FY 2020-21) to advance to the two earlier years of FY 2017-18 and FY 2018-19, and to award funds to projects not selected in Cycle 3 based on score order. A supplemental call for projects for new applications and scoring is not necessary unless MTC determines there are not enough high-scoring projects to fully utilize the ATP Augmentation funding. Otherwise, MTC’s intent is to use the existing Cycle 3 Regional Scores to determine funding priority.

Development Principles

The following principles will frame the development of MTC’s Regional ATP.

As revised on July 26, 2017

- MTC will work with CTC staff, Caltrans, Congestion Management Agencies (CMAs), transit operators, regional Active Transportation Working Group, and interested stakeholders to develop the Regional Active Transportation Program.
- ATP investments must advance the objectives of the Regional Transportation Plan (RTP)/Sustainable Communities Strategy.
- MTC will exceed the State's 25% minimum programming requirement to projects benefiting disadvantaged communities.
- MTC will continue to work with Caltrans, CMAs, transit operators, and project sponsors to seek efficiencies and streamlining for delivering projects in the federal-aid process.
- MTC will continue to advocate that all project savings and un-programmed balances remain within the ATP program rather than redirected to the State Highway Account, and specifically that savings and balances in the 40% Large MPO programs remain within the regional programs, consistent with federal guidance on the Transportation Alternative Program (TAP).

CTC Guidelines

The California Transportation Commission (CTC) ATP Guidelines were adopted on March 17, 2016, and are available at: <http://www.catc.ca.gov/programs/ATP.htm>. CTC subsequently adopted the ATP Augmentation Guidelines on June 28, 2017. The most current CTC Guidelines for the Active Transportation Program, as posted on the CTC website, are incorporated in MTC's Regional ATP Guidelines via this reference. All project sponsors are required to follow both the MTC and CTC ATP Guidelines in the development and implementation of the Regional ATP.

ATP Development Schedule

Development of the ATP will follow the schedule outlined in Appendix A-1 of this guidance, which is subject to change.

ATP Regional Shares

Appendix A-2 of this guidance provides the MTC regional shares for Cycle 3 of ATP funding (FY 2019-20 and FY 2020-21), consistent with the ATP Fund Estimate approved by the CTC on March 17, 2016. Appendix A-2 also includes MTC regional shares for the ATP Augmentation funding (FY 2017-18 and FY 2018-19), consistent with the ATP Fund Estimate approved by the CTC on June 28, 2017. Appendix A-2 also includes the State's 25% minimum programming requirement to projects benefiting disadvantaged communities.

Public Involvement Process

In developing the ATP, MTC is committed to a broad, inclusive public involvement process consistent with MTC's Public Participation Plan, available at <http://mtc.ca.gov/about-mtc/public-participation/public-participation-plan>.

ATP Projects in the Transportation Improvement Program (TIP)

Consistent with state and federal requirements, ATP funded projects must be programmed in the TIP prior to seeking a CTC allocation. Selected projects must complete and submit a Fund

As revised on July 26, 2017

Management System (FMS) application by May 1, 2017 (January 1, 2018 for ATP Augmentation projects) in order to be included in the TIP. In addition, MTC requires that a federal Request for Authorization (RFA) be submitted simultaneously with the ATP allocation request to Caltrans and CTC when the ATP project includes federal funds. Unless a state-only funding exception is granted, ATP funds will contain federal funds. Therefore, projects must receive a CTC allocation and a federal authorization to proceed prior to the expenditure of eligible costs or advertisement of contract award.

Deviations from Statewide Policies

Below are MTC-region specific policies as they apply to the Regional Active Transportation Program. These policies differ from CTC's Guidelines.

1. Application Process and Additional Regional Screening/Evaluation Criteria

MTC elects to hold a separate call for projects for the Regional Active Transportation Program, and has additional evaluation and screening criteria. Further information on these changes, as well as instructions on the application process are detailed later in this guidance.

Project sponsors may apply for either the State ATP program or Regional ATP program, or both. Sponsors applying to the State ATP program or to both the state and regional programs must submit a copy of their state application to MTC. In order to be considered for the regional program, including consideration if unsuccessful in the statewide program, applicants must meet all regional requirements and submit a regional application by the application deadline.

MTC elects to use the existing Cycle 3 Regional Scores to determine funding priority for the ATP Augmentation. A supplemental call for projects for new applications and scoring is not necessary unless MTC determines there are not enough high-scoring projects to fully utilize the ATP Augmentation funding.

2. Definition, Evaluation, and Funding Minimum for Disadvantaged Communities

Definition

The MTC region has already adopted a measure to define Disadvantaged Communities (DACs) known as "Communities of Concern". MTC updated the Communities of Concern (COCs) definition in January 2016 as a part of the *Plan Bay Area 2040* Equity Framework. For the purposes of meeting the State's 25% DAC minimum requirement in the Regional ATP, MTC elects to use MTC's COC definition.

MTC's Communities of Concern are defined as those census tracts that have concentration of both minority and low-income households, or that have a concentration of 3 or more of the remaining 6 factors below (#3 to #8), but only if they also have a concentration of low-income households. The concentration thresholds for these factors are described below.

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Disadvantage Factor	% of Regional Population	Concentration Threshold
1. Minority Population	58%	70%
2. Low Income (<200% of Poverty) Population	25%	30%
3. Limited English Proficiency Population	9%	20%
4. Zero-Vehicle Households	10%	10%
5. Seniors 75 Years and Over	6%	10%
6. People with Disability	9%	25%
7. Single-Parent Families	14%	20%
8. Severely Rent-Burdened Households	11%	15%

Based on this definition, 22% of the region's population is located in Communities of Concern. MTC's Communities of Concern definition of Disadvantaged Communities meets the State's legislative intent, and has already been in use in the MTC region for planning and programming purposes.

Additional discussion of the Communities of Concern definition and methodology are included in the *Plan Bay Area* Equity Analysis Report and associated Appendix, available online at: http://onebayarea.org/pdf/final_supplemental_reports/FINAL_PBA_Equity_Analysis_Report.pdf and http://onebayarea.org/pdf/final_supplemental_reports/FINAL_PBA_Equity_Analysis_Report-Appendices.pdf. Information regarding the 2016 update is available online at: <https://mtc.legistar.com/View.ashx?M=F&ID=4216456&GUID=42E0CBF3-9490-4A6D-A6A6-B04003451057>. The last link also includes a static map of the COC locations. An interactive online map is not yet available; however, a list of census tracts is available upon request from MTC staff.

Community-Based Transportation Plans (CBTPs)

The Community-Based Transportation Planning Program is a collaborative planning process that involves residents in low-income Bay Area communities, community- and faith-based organizations that serve them, transit operators, county congestion management agencies (CMAs), and MTC. Each plan includes locally identified transportation needs, as well as solutions to address them. Each plan reflects the objectives of the program, which are to:

- emphasize community participation in prioritizing transportation needs and identifying potential solutions;
- foster collaboration between local residents, community-based organizations, transit operators, CMAs and MTC; and
- build community capacity by involving community-based organizations in the planning process.

Project findings are forwarded to applicable local or county-level policy boards, as well as to MTC, for consideration in planning, funding and implementation discussions.

MTC elects to change the statewide application's scoring point value for Disadvantaged Communities, assigning the value to 60% of the statewide scoring value. The remaining 40% of the statewide scoring value will be awarded for projects identified in an approved Community-Based Transportation Plan (CBTP). Proof of CBTP consistency will be provided by the applicant in the supplemental regional application.

3. Establish a Target for Project Funding Requests \$1 million and Under

MTC elects to establish a target of 20% of rATP funds for project requests of \$1 million and under. The goal of the target is to encourage smaller project applications throughout the region. If the 20% target is not met based on score order, projects requesting \$1 million and under which score five or fewer points under the lowest scoring funded project may be added to the Program in order to meet the target.

Project requests over \$1 million must meet federal requirements and receive federal funds, while project requests \$1 million and will be prioritized for state-only funding. Exceptions may be granted on a case-by-case basis, subject to the federal/state funding availability identified in Appendix A-2.

4. Match Requirement

The CTC Guidelines do not require a match for Statewide ATP projects. The CTC Guidelines allow MPOs to define different match requirements for the Regional ATP.

Differing from CTC Guidelines, MTC elects to impose a local match requirement for the regional ATP of 11.47%, with match waivers for projects benefiting a Community of Concern, stand-alone non-infrastructure projects, and safe routes to schools projects. As an added provision, a project sponsor may request the local match requirement be waived for the construction phase of an infrastructure project if the pre-construction phases are entirely funded using non-federal and non-ATP funds. This provision minimizes the number of federalized phases requiring an E-76 through Caltrans Local Assistance.

5. Contingency Project List

MTC will adopt a list of projects for programming the Regional ATP that is financially constrained against the amount of ATP funding available (as identified in the approved ATP Fund Estimate). In addition, MTC will include a list of contingency projects, ranked in priority order based on the project's evaluation score. MTC intends to fund projects on the contingency list should there be any project failures or savings in the Cycle 3 Regional ATP. This will ensure that the Regional ATP will fully use all ATP funds, and that no ATP funds are lost to the region. The contingency list is valid until the adoption of the next ATP Cycle.

As revised on July 26, 2017

Application Process

Project Application

Upon CTC concurrence of MTC's Regional ATP Guidelines, MTC will issue a call for projects for the Regional Active Transportation Program. Project sponsors must complete an application for each project proposed for funding in the ATP, consisting of the items included in Appendix A-3 of this guidance. Project sponsors must use the Project Programming Request (PPR) forms provided by Caltrans for all projects. The PPR must be submitted electronically in Microsoft Excel format for upload into the regional and statewide databases. All application materials, in the form of 3 hard copies and 1 electronic copy (via CD/DVD, portable hard drive, or USB thumb drive) must be physically received by MTC or postmarked no later than June 15, 2016 in order to be considered. Sponsors requesting ATP Augmentation funds must submit an authorization letter, an updated Project Programming Request (PPR) form, and supporting information, to MTC by August 1, 2017.

Additional Project Screening Criteria, Including Readiness

In addition to the CTC Guidelines, all projects included in the ATP must meet the following screening criteria.

- A. Prohibition of Multiple Phases in Same Year.** Project sponsors must provide sufficient time between the scheduled allocation of environmental funds and the start of design, right of way or construction. Therefore, projects may not have more than one phase programmed per fiscal year, except for design and right of way, which may be programmed in the same fiscal year. Exceptions may be made on a case-by-case basis.
- B. Deliverability.** Project sponsors must demonstrate they can meet the delivery timeframe of the Active Transportation Program. Projects that can be delivered (receive a CTC allocation and federal authorization to proceed for federal funds) earlier, shall receive priority for funding over other projects. As specified in MTC's Regional Project Delivery Policy (MTC Resolution No. 3606, Revised), sponsors must submit the CTC allocation and obligation paperwork to Caltrans/CTC by November 1 of the programmed fiscal year, and receive the federal authorization to proceed (E-76 / federal obligation) by January 31 of the programmed fiscal year. There are no extensions to these regional delivery deadlines.

Additional Project Evaluation Criteria

MTC will use the CTC project evaluation criteria as set forth in the CTC Guidelines, with additional criteria for the Regional Active Transportation Program. The additional criteria are:

- **Consistency with Regional Priorities and Planning Efforts. (0 to 5 points)**
Applicants shall describe the project's consistency with previously-approved regional priorities, and how the project supports *Plan Bay Area*. Points will be awarded for the degree of the proposed project's consistency with regional priorities, such as:
 - Consistency with *Plan Bay Area's* Healthy and Safe goals of reduction of particulate matter, collision reduction and encouragement of active transport
 - Consistency with MTC's Safe Routes to School Program
 - Bay Trail build-out

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- Regional Bike Network build-out
 - Gap closures in the Regional Bike Network
 - Multi-jurisdictional projects
- **Completion of Approved Environmental Document. (0 or 3 points)**

While the Active Transportation Program may fund pre-construction phases of projects, including the environmental document phase, the region prefers projects which are environmentally cleared in order to promote certainty in project delivery and project scope. Applicants that provide evidence of an approved environmental document consistent with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) will receive additional points. If requesting state-only funding, only CEQA documentation is required. Evidence may be provided by the following methods:

 - Photocopy of the approved environmental document cover and executive summary;
 - Link to the approved environmental document available online;
 - Full soft copy of the environmental document provided on the electronic copy of the application (CD/DVD/USB drive);
 - Documentation from Caltrans regarding environmental approval; and/or
 - Other Council/Board action, such as resolutions and/or Planning Department approval of environmental document.

This provision does not apply to planning activities or stand-alone non-infrastructure projects, which receive the full points to this criterion regardless of environmental status at the time of application. These projects must still follow any applicable CEQA or NEPA requirements to receive ATP funding.

- **Consistency with OBAG Complete Streets Policy. (0 or 2 points)**

Complete Streets are an essential part of promoting active transportation. To that end, additional points will be awarded to ATP project sponsors that supply documentation that the jurisdiction(s) in which the project is located meets the One Bay Area Grant (OBAG) Complete Streets Policy by June 1, 2016. The policy may be met by the jurisdiction either having updated the General Plan after January 1, 2010 to be consistent with the Complete Streets Act of 2008, or adopting a complete streets policy resolution incorporating MTC's complete streets requirements. For further information regarding MTC's One Bay Area Grant (OBAG) Complete Streets Policy, refer to the OBAG 2 website at: <http://mtc.ca.gov/our-work/fund-invest/federal-funding/obag-2>.

A sample complete streets policy resolution is available at:

http://mtc.ca.gov/sites/default/files/OBAG_2_Reso_Guidance_Final.pdf.

- **Countywide Plans/Goals Consistency Determination. (0 or -2 points)**

Following the application due date, MTC will share the received applications with the County Congestion Management Agencies (CMAs) or Countywide Transportation Planning Agency (collectively referred to as "CMAs"). The CMAs will review the applications for consistency with adopted countywide transportation plans, active transportation plans, and/or other countywide goals, as applicable. The CMAs will provide MTC a list of projects determined to

As revised on July 26, 2017

be inconsistent with countywide plans and/or goals no later than October 1, 2016.

Inconsistent projects will receive a 2 point penalty; consistent projects will be held harmless.

- **Deliverability Determination. (0 or -5 points)**

The regional program evaluation committee, in consultation with MTC staff, will review each application's project delivery schedule for ability to meet regional deadlines as described in MTC Resolution No. 3606, Revised. Projects that are deemed unable to allocate ATP funds within the two programming years of Cycle 3 (FY 2019-20 and 2020-21) shall receive a 5 point penalty. Projects that are deemed able to allocate within the two programming years of Cycle 3 will be held harmless.

Additional Regional Policies

Title VI Compliance

Investments made in the ATP must be consistent with federal Title VI requirements. Title VI prohibits discrimination on the basis of race, color, disability, and national origin in programs and activities receiving federal financial assistance.

MTC Resolution No. 3606 Compliance – Regional Project Delivery Policy

The CTC ATP Guidelines establish timely use of funds and project delivery requirements for ATP projects. Missing critical milestones could result in deletion of the project from the ATP, and a permanent loss of funds to the region. Therefore, these timely use of funds deadlines must be considered in programming the various project phases in the ATP. While the CTC Guidelines provide some flexibility with respect to these deadlines by allowing for deadline extensions under certain circumstances, the CTC is very clear that deadline extensions will be the exception rather than the rule. MTC Resolution No. 3606 details the Regional Project Delivery Policy for regional discretionary funding, which may be more restrictive than the State's delivery policy. All projects in the regional ATP are subject to the Regional Project Delivery Policy (MTC Resolution 3606), including the adoption of a Resolution of Local Support for selected projects by April 1, 2017 (January 1, 2018 for projects selected through the ATP Augmentation). For additional information, refer to <http://mtc.ca.gov/our-work/fund-invest/federal-funding/project-delivery>.

MTC Resolution No. 3765 Compliance – Complete Streets Checklist

MTC's Resolution No. 3765 requires project sponsors to complete a checklist that considers the needs of bicycles and pedestrians for applicable projects. The Complete Streets Checklist (also known as "Routine Accommodations Checklist") is available through MTC's website online at <http://mtc.ca.gov/our-work/plans-projects/bicycle-pedestrian-planning/complete-streets>. Furthermore, it is encouraged that all bicycle projects programmed in the ATP support the Regional Bicycle Network and county-wide bicycle plans. Guidance on considering bicycle transportation can be found in MTC's 2009 Regional Bicycle Plan (a component of Transportation 2035) and Caltrans Deputy Directive 64. MTC's Regional Bicycle Plan, containing federal, state and regional policies for accommodating bicycles and non-motorized travel, is available on MTC's Web site at: <http://mtc.ca.gov/our-work/plans-projects/bicycle-pedestrian-planning>.

METROPOLITAN TRANSPORTATION COMMISSION (MTC)
2017 Regional Active Transportation Program (ATP) Cycle 3
Appendix A-1: ATP Development Schedule (Subject to Change)
July 26, 2017

January 2016	CTC releases draft ATP Guidelines
January-February 2016	Draft Regional ATP Guidelines presented to Working Groups
February 10, 2016	MTC Programming and Allocations Committee (PAC) review and recommendation of final Regional ATP Guidelines
February 24, 2016	MTC Commission scheduled adoption of Regional ATP Guidelines MTC submits adopted Regional ATP Guidelines to CTC for consideration
March 17, 2016	CTC scheduled adoption of State ATP Guidelines CTC scheduled approval of MTC's Regional ATP Guidelines
March 30, 2016	CTC scheduled release of ATP Call for Projects for Statewide Competitive Program MTC scheduled release of ATP Call for Projects for Regional Program
June 15, 2016	State ATP Applications Due to CTC (Statewide Program) Regional ATP Applications Due to MTC (Regional Program)
October 28, 2016	CTC releases staff recommendation for ATP Statewide Competitive Program
December 7, 2016	ATP Statewide Program Adoption: CTC scheduled to adopt statewide program and transmit unsuccessful projects to the Regions for consideration
December 21, 2016	MTC releases staff recommendation for ATP Regional Program
January 2017	Working Group discussions of staff recommendations
January 11, 2017	MTC Programming and Allocation Committee (PAC) scheduled review and recommendation of final ATP Regional Program
January 25, 2017	ATP Regional Program Adoption: MTC Commission scheduled approval of ATP regional program and transmittal to CTC for consideration
March 15-16, 2017	CTC Approval of ATP Regional Program
April 1, 2017	TIP Amendment Deadline: Successful ATP project sponsors to submit 2017 TIP Amendment, including Resolution of Local Support
May 24, 2017	MTC Commission scheduled to approve TIP Amendment to add ATP projects into federal TIP
June 28, 2017	CTC presentation, hearing, and adoption of 2017 Statewide ATP Augmentation Guidelines (CTC Meeting – Sacramento)
June 30, 2017	TIP Approval: FHWA/FTA anticipated approval of ATP projects in federal TIP
June 30, 2017	Statewide ATP Augmentation Call for Projects
July 12, 2017	MTC Programming and Allocations Committee (PAC) review and recommendation of final Regional ATP Augmentation Guideline Revisions
July 26, 2017	MTC Commission adoption of Regional ATP Augmentation Guideline Revisions MTC submits Augmentation Methodology Letter to CTC

July-August 2017	MTC Regional ATP Augmentation Request for Re-Submittals (Due: August 1)
August 1, 2017	Statewide ATP Augmentation Project submittals to CTC (postmark date)
August 7, 2017	MTC Regional ATP Augmentation Call for Projects – <i>if necessary</i>
August 31, 2017	Project submittals due to MTC for Regional ATP Augmentation – <i>if necessary</i>
August 31, 2017	CTC staff recommendation for Statewide and Small Urban & Rural Components posted
September 8, 2017	MTC staff recommendations for Regional ATP Augmentation posted
September 13, 2017	MTC Programming and Allocation Committee (PAC) scheduled review and recommendation of final Regional ATP Augmentation Program
September 27, 2017	ATP Regional Augmentation Program Adoption: MTC Commission scheduled approval of ATP regional augmentation program and transmittal to CTC for consideration
October 19, 2017	MTC submits project programming recommendations and authorization letter to Commission
October 18-19, 2017	ATP Statewide Augmentation Program Adoption: CTC adopts statewide program
December 6-7, 2017	CTC Approval of ATP Regional Augmentation Program
January 1, 2018	TIP Amendment Deadline: Successful ATP Augmentation project sponsors to submit 2017 TIP Amendment, including Resolution of Local Support
March 1, 2018	Allocation/Obligation Submittal Deadline for Regional ATP projects programmed in FY 2017-18
June 30, 2018	Allocation/Obligation Deadline for Regional ATP projects programmed in FY 2017-18
November 1, 2018	Allocation/Obligation Submittal Deadline for Regional ATP projects programmed in FY 2018-19
January 31, 2019	Allocation/Obligation Deadline for Regional ATP projects programmed in FY 2018-19
November 1, 2019	Allocation/Obligation Submittal Deadline for Regional ATP projects programmed in FY 2019-20
January 31, 2020	Allocation/Obligation Deadline for Regional ATP projects programmed in FY 2019-20
November 1, 2020	Allocation/Obligation Submittal Deadline for Regional ATP projects programmed in FY 2020-21
January 31, 2021	Allocation/Obligation Deadline for Regional ATP projects programmed in FY 2020-21

Shaded Area – Actions by State, CTC or Caltrans

Metropolitan Transportation Commission (MTC) 2017 Regional Active Transportation Program (ATP) Cycle 3

Appendix A-2: MTC ATP Regional Share Targets

Original Program - FY 2019-20 and FY 2020-21

ATP Regional Share

All numbers in thousands

Fund Source	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Total
Federal STBG (TAP)			\$6,174	\$5,506	\$11,680
Federal Other			\$1,915	\$1,915	\$3,830
State			\$3,753	\$2,908	\$6,661
Total ATP Regional Share			\$11,842	\$10,329	\$22,171

State's 25% Disadvantaged Communities Minimum Requirement

Classification	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Total
25% - Benefiting Disadvantaged Communities			\$2,767	\$2,582	\$5,349
75% - Anywhere in the Region			\$9,075	\$7,747	\$16,822
Total ATP Regional Share			\$11,842	\$10,329	\$22,171

Augmentation Program - FY 2017-18 and FY 2018-19

ATP Regional Augmentation Share

All numbers in thousands

Fund Source	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Total
State: Road Maintenance & Rehabilitation Program	\$8,045	\$8,046			\$16,091
Total ATP Regional Augmentation Share	\$8,045	\$8,046			\$16,091

State's 25% Disadvantaged Communities Minimum Requirement

Classification	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Total
25% - Benefiting Disadvantaged Communities	\$2,011	\$2,012			\$4,023
75% - Anywhere in the Region	\$6,034	\$6,034			\$12,068
Total ATP Regional Augmentation Share	\$8,045	\$8,046			\$16,091

Total Regional ATP Cycle 3 (FY 2017-18 through FY 2020-21)

ATP Regional Share - Total

All numbers in thousands

Fund Source	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Total
All Fund Sources	\$8,045	\$8,046	\$11,842	\$10,329	\$38,262
Total ATP Regional Augmentation Share	\$8,045	\$8,046	\$11,842	\$10,329	\$38,262

METROPOLITAN TRANSPORTATION COMMISSION (MTC)
2017 Regional Active Transportation Program (ATP) Cycle 3

Appendix A-3: Regional ATP Project Application

Project sponsors must submit a completed project application for each project proposed for funding in the Regional Active Transportation Program. The application consists of the following parts and are available on the Internet (as applicable) at: <http://mtc.ca.gov/our-work/invest-protect/investment-strategies-commitments/protect-our-climate/active-transportation>

1. Cover letter on Agency letterhead signed by the applicant's Chief Executive Officer or other officer authorized by the applicant's governing board*
 - a. If the proposed project is implemented by an agency other than the project sponsor, documentation of the agreement between the two entities must be included
 - b. If proposing matching funds, the letter should include confirmation that these matching funds are available for the proposed project
2. Project application forms
 - a. Statewide ATP Application Form, available at <http://www.catc.ca.gov/programs/ATP.htm>
 - b. Regional ATP Supplemental Application Form, available at <http://mtc.ca.gov/our-work/invest-protect/investment-strategies-commitments/protect-our-climate/active-transportation>, including back-up documentation, as applicable, such as:
 - i. Community of Concern benefit evidence
 - ii. Environmental Documentation certification evidence (CEQA and NEPA, if requesting federal funds)
 - iii. OBAG Complete Streets Policy compliance
 - iv. Community-Based Transportation Plan evidence
3. Project Programming Request (PPR) form*
 - a. Available at: http://www.dot.ca.gov/hq/transprog/allocation/ppr_new_projects2_5_5_14.xls
4. Complete Streets Checklist
 - a. Available at: <http://mtc.ca.gov/our-work/plans-projects/bicycle-pedestrian-planning/complete-streets>
 - b. Not necessary for Planning or Non-Infrastructure projects.

Note: Selected projects are also required to provide a Resolution of Local Support for the project no later than April 1, 2017 (January 1, 2018 for ATP Augmentation projects).

* Updated items 1 and 3 are required for ATP Augmentation supplemental application.

Attachment B
Metropolitan Transportation Commission
2017 Active Transportation Program (ATP)
Cycle 3
FY 2019-20 through FY 2020-21
Regional ATP Cycle 3 List of Projects
January 2017

MTC Resolution No. 4218
Attachment B
Adopted: 02/24/16-C
Revised: 05/25/16-ED
01/25/17-C

Regional ATP Cycle 3 Projects (in county order)

County	Implementing Agency	Project	Regional ATP
Alameda	Alameda County PWA	Active Oakland Comprehensive SRTS Program	\$ 977,000
Alameda	Alameda County PWA	Fairview Elementary School SRTS	\$ 542,000
Alameda	Alameda County PWA	Somerset Ave School Corridor SRTS	\$ 330,000
Alameda	Alameda County PWA	Lewelling Blvd SRTS	\$ 400,000
Alameda	Berkeley	SRTS Improvements - John Muir Elementary	\$ 270,000
Alameda	Emeryville	Bike/Ped Greenway Safety & Connectivity Imp. Project	\$ 265,000
Contra Costa	Contra Costa County PW	Fred Jackson Way First Mile/ Last Mile Connection	\$ 3,298,000
Contra Costa	Contra Costa County PW	Pacheco Blvd Sidewalk Gap Closure Phase 3	\$ 619,000
Marin	San Rafael	Francisco Blvd East Ave Bridge Bike Ped Connectivity	\$ 4,025,000
Napa	City of Napa	SR 29 Bike/Ped Undercrossing	\$ 531,000
San Francisco	SFMTA	Powell Street Safety Project	\$ 4,400,000
San Mateo	Woodside	Woodside ES Student Pathway Ph. 3	\$ 528,000
Solano	Suisun City	McCoy Creek Trail	\$ 1,770,000
Solano	Vallejo	Bay Trail/Vine Trail Gap Closure	\$ 4,216,000
TOTAL:			\$22,171,000

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Regional ATP Cycle 3 Contingency List (in descending score order)

County	Implementing Agency	Project	Regional ATP
Solano	Suisun City	McCoy Creek Trail *Remaining Amount*	\$2,367,000
San Francisco	SFMTA	Vision Zero SF Safer Intersections	\$2,002,000
Contra Costa	Concord	Downtown Corridors Bike/Ped Improvement	\$3,718,000
San Mateo	San Carlos	Route 101 Holly Street Bike Ped Overcrossing	\$4,200,000
Alameda	Oakland	Oakland SRTS: Crossing to Safety	\$3,714,000
Napa	Napa Co. Office of Education	Napa County SRTS	\$437,000
Alameda	Alameda County PWA	Royal Ave SRTS	\$456,000
Alameda	Berkeley	SRTS Improvements for Oxford & Jefferson ES	\$267,000
Contra Costa	Pittsburg	Active Trans. & Safe Routes Plan (WalkBikePittsburg2035)	\$312,000
Alameda	Alameda County PWA	Proctor Elementary School SRTS	\$600,000
TOTAL:			\$18,073,000

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