

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

AGENDA

The next meeting of the
Congestion Management & Environmental Quality Committee
will be as follows.

Date: Monday, January 29, 2007 3:00 p.m. to 5:00 p.m.
Place: San Mateo City Hall
330 West 20th Avenue, San Mateo, California
Conference Room C (across from Council Chambers)

PLEASE CALL SANDY WONG (599-1409) IF YOU ARE UNABLE TO ATTEND.

- | | | | |
|----|---|---|----------------------|
| 1. | Public Comment On Items Not On The Agenda | Presentations are limited to 3 minutes. | 3:00 p.m.
5 mins. |
|----|---|---|----------------------|

CONSENT AGENDA

- | | | | |
|----|--|-----------------------|-----------------------------------|
| 2. | Minutes of September 25, 2006 meeting. | Action
(O'Connell) | Pages 1-2
3:05 p.m.
5 mins. |
|----|--|-----------------------|-----------------------------------|

REGULAR AGENDA

- | | | | |
|----|--|-----------------------|-------------------------------------|
| 3. | Review and approval of the 2007 CMEQ meeting Calendar. | Action
(O'Connell) | Pages 3
3:10 p.m.
5 mins. |
| 4. | Recommendation on the Approval of the San Mateo County Congestion Relief Program (CRP) Reauthorization. | Action
(Napier) | Pages 4-6
3:15 p.m.
20 mins. |
| 5. | Recommendation on approval of the 2006 State Transportation Improvement Program (STIP) Augmentation for San Mateo County. | Action
(Wong) | Pages 7-9
3:35 p.m.
10 mins. |
| 6. | Update on the Transportation Infrastructure Bond. | Information
(Wong) | Oral Report
3:45 p.m.
5 mins |
| 7. | Recommendation on approval of the revised Scoring Criteria for the local streets and road pavement program (Project Evaluation and Selection Process). | Action
(Hoang) | Pages 10-13
3:50 p.m.
15 mins |

8.	Comment on the Regional Housing Needs Analysis.	Information (Duino/Napier)	Separate Enclosure for Members	4:05 p.m. 30 mins
9.	Member comments and announcements.	Information (O'Connell)		4:35 p.m. 10 mins.
10.	Adjournment and establishment of next meeting date.	Action (O'Connell)		4:45 p.m.

NOTE: All items appearing on the agenda are subject to action by the Committee. Actions recommended by staff are subject to change by the Committee.

NOTE: *Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Nancy Blair at 650 599-1406, five working days prior to the meeting date.*

Other enclosures/Correspondence - None

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS
COMMITTEE ON CONGESTION MANAGEMENT
AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES
MEETING OF SEPTEMBER 25, 2006**

At 3:04 p.m., the meeting was called to order by Chair Irene O'Connell in Conference Room C of San Mateo City Hall.

Members Attending: Jim Bigelow, William Dickenson, Linda Larson, Sue Lempert, Arthur Lloyd, Karyl Matsumoto, Chairwoman Irene O'Connell, Naomi Patridge, Barbara Pierce, and Vice-Chair Sepi Richardson.

Staff/Guests Attending: Richard Napier, Sandy Wong, John Hoang (C/CAG Staff - County Public Works), Pat Dixon (Transportation Authority Citizens Advisory Committee), Christine Maley-Grubl (Peninsula Traffic Congestion Relief Alliance).

1. Public comment on items not on the agenda.

None.

CONSENT AGENDA

2. Minutes of August 28, 2006 meeting.

Motion: To approve the Minutes as presented. Pierce/Masumoto, unanimous.

REGULAR AGENDA

3. Progress Report on the Congestion Relief Program (CRP) and Options for Reauthorization.

Richard Napier, executive director of C/CAG, reported on the accomplishments for the Congestion Relief Program since its inception.

Comments from CMAQ Members:

- Continue to pursue the idea of expanding the Transit Oriented Development (TOD) to include employment centers, beyond the current TOD program which is for housing only. It will improve the coordination between job, housing and land use. The business community would also support this.
Ensure there is enough funding for the Intelligent Transportation System (ITS) and ramp metering programs.
Provide breakdown of the assessment amounts by cities.
- Since the renewal of the countywide Congestion Relief Plan (CRP) will absolve individual jurisdictions from the burden of preparing Deficiency Plans, it is clearly a better option.
- Adopt a range of dollar amounts for each program component.
Support the second bullet item on page 20 of the packet.
- This is a great program and should be submitted for award.
- Coast-side needs smaller shuttles as opposed to big buses. Make sure there is money for it.

- Provide past achievements of this program to members to go to their respective councils.

Motion: Accept the report and direct staff to move ahead to develop details of the program for four years. Bigelow/Pierce, unanimous.

4. Allocation of Local Share of Funding under the C/CAG Vehicle Registration Fee (AB1546) Program. (Information)

Richard Napier gave a brief reminder on the C/CAG Vehicle Registration Fee program. Since the legislation passed in September 2004, the collection of fee started on July 1, 2005. Notices to all jurisdictions regarding submitting claims for the second cycle local share allocation of funding have been sent to City and County Managers. CMEQ members were asked to remind their city staff to submit claims to C/CAG.

5. Peninsula Gateway 2020 Project Study Update (information).

Richard Napier provided an update on the progress of the Peninsula Gateway 2020 Study. At the early phase of this study, public outreach was made to obtain input regarding potential solutions to the traffic congestion problem associated with traffic between the Dumbarton Bridge and Highway 101. Several hundred ideas on solutions were obtained. The project team, guided by a TAC and a PAC, consolidated the ideas and put into different categories of potential improvements. Some of the improvements are being studied in more detail. When the findings of the detailed study are available, anticipated in early 2007, a second round of public outreach will take place. Recommendations from involved city councils will be sought.

6. Bicycle and Pedestrian Safety Event in Sonoma County (potential action).

An information flyer for the Sonoma County event was provided. Member Lempert mentioned that MTC Elderly and Disabled Advisory Committee members brought to the attention regarding this event.

7. Update on the Regional Housing Needs Allocation Process (RHNA) Kick-off (information).

Richard Napier reported 19 jurisdictions in San Mateo County attended the kick-off meeting. There will be technical committee and policy committee set up for this program. City Managers will be included in the process. In the end, each jurisdiction will have its final say. San Mateo County is the first in the Bay Area to embrace this process, in fact, first in the State. Members extended their appreciation for Mr. Napier's leadership.

8. Member comments and announcements.

Member Patridge announced that Thursday will be the ground-breaking ceremony for the Half Moon Bay project. She thanked everyone who has worked together and made this project possible by completed the funding needs for the project.

9. Adjournment and establishment of next meeting date.

It was decided to cancel the regular meeting originally scheduled for October 30, 2006. At 4:33 p.m., the meeting was adjourned.

C/CAG

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Date: January 29, 2007
To: Congestion Management and Environmental Quality (CMEQ) Committee
From: Sandy Wong
Subject: Review and approval of the 2007 CMEQ meeting Calendar

The schedule for regular meetings in 2007 will be as follows:

Congestion Management & Environmental Quality
Mondays 3:00 p.m. to 5:00 p.m.
January 29
February 26
March 26
April 30
May 21 (move up due to Memorial Day. Relocate to San Carlos Library.)
June 25
July 30
August 27
September 24
October 29
November 26
December 17 (move up due to Christmas Day)

All meetings are scheduled for the last Monday of the month except for May 21st and December 17th. They are moved up one week due to holidays. The meetings begin at 3:00 p.m. and end at 5:00 p.m. and are held in Conference Room C, San Mateo City Hall. May 21st meeting will be held in Conf. Room A, San Carlos Library, 610 Elm Street, San Carlos.

C/CAG AGENDA REPORT

Date: January 29, 2007
To: Congestion Management and Environmental Quality (CMEQ) Committee
From: Richard Napier
Subject: Recommendation on the Approval of the San Mateo County Congestion Relief Plan (CRP) Reauthorization

(For further information or questions contact Richard Napier at 599-1420)

RECOMMENDATION

That the CMEQ recommend approval of option 1 (\$1,850,000 per year) for the San Mateo County Congestion Relief Plan (CRP) reauthorization for a term of four (4) years.

FISCAL IMPACT

Approval of the Congestion Relief Plan (CRP) reauthorization will provide continued funding to the current CRP programs.

SOURCE OF FUNDS

Source of funds for the CRP comes from C/CAG member jurisdictions.

BACKGROUND/DISCUSSION

San Mateo Congestion Relief Plan (CRP) Benefits:

Cities and County

- 1- Insurance against unknown costs due to Deficiency Plans and Implementation
- 2- Countywide Deficiency Plan with a Fixed Cost and immunity from localized deficiency plans
- 3- 52% Directly Paid Back to Cities and County
- 4- 94% Total City and County Benefit
- 5- Access to Travel Demand Management Services at no charge to cities and County

System-wide

- 1- Employer and Local Shuttle funding to increase transit Ridership
- 2- Intelligent Transportation System investments for operational improvements
- 3- Funding for Countywide Travel Demand Management Agency

Issues Discussed:

The following issues have been discussed and considered at meetings of the TAC, CMEQ, C/CAG Board, City Managers Association, and some city councils.

- 1- Should the Congestion Relief Program be reauthorized?
- 2- If so what program should be adopted Option 1 (\$1,850,000) or Option 2 (\$1,600,000)? Please note that the cost to each city and the County will be fixed for the term of the program.
- 3- Should the term of the program be four years or six years?

Recommendations:

Issue1- Strong consensus that the **program should be reauthorized** including the CMP Technical Advisory Committee, Congestion Management and Environmental Quality Committee, City Managers and C/CAG Board.

Issue2- The CMP Technical Advisory Committee and **C/CAG Staff recommended Option 1 (\$1,850,000)**. Please note that when inflation is taken into consideration, option 2 is barely an increase over the current program.

Issue3- The CMP Technical Advisory Committee, Congestion Management and Environmental Quality Committee, and City Managers all recommended a **term of four years**.

ATTACHMENTS

- San Mateo County Congestion Relief Plan Reauthorization Financial Options.

SAN MATEO CONGESTION RELIEF PLAN REAUTHORIZATION

FINANCIAL OPTIONS
Annual Cost (\$M/ Year)

Program	Option 1		Option 2		Program Difference
	Cost	Scope	Cost	Scope	Option 1 vs Option2
Shuttle	0.5	Basic	0.5	Basic	Same Program
TDM	0.55	Basic	0.55	Basic	Same Program
ITS	0.2	Expanded ITS Implementation	0.15	Basic	Expanded ITS Implementation
Ramp Metering	0.1	Expanded Implementation	0.05	Basic	Expanded Implementation
TOD Employment (Definition Only)	0	Basic (C/CAG Budget)	0	Basic (C/CAG Budget)	Same Program
ECR Incentive	0.5	Expanded Planning Grants for ECR	0.3	Basic	Expanded Planning Grants for ECR
Coastside Service	-	Basic (Shuttle Category)	0.05	Basic	Same Program
TOTAL	1.85		1.6		

Effective Cost to do the same Program at the end of the term

Four Year Term (3%/yr)	2.02	1.75
Six Year Term (3%/yr)	2.14	1.85

C/CAG AGENDA REPORT

Date: January 29, 2007
To: Congestion Management and Environmental Quality (CMEQ) Committee
From: Technical Advisory Committee (TAC)
Subject: Recommendation of the approval of the 2006 State Transportation Improvement Program (STIP) Augmentation for San Mateo County

(For further information or questions contact Sandy Wong at 599-1409)

RECOMMENDATION

That the CMEQ recommend approval of the 2006 State Transportation Improvement Program (STIP) Augmentation for San Mateo County.

FISCAL IMPACT

None to the direct C/CAG budget.

SOURCE OF FUNDS

The 2006 State Transportation Improvement Program (STIP) Augmentation fund will come from the Transportation Bond Act.

BACKGROUND/DISCUSSION

On November 7, 2006, voters approved Proposition 1B, also known as the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. This bond authorized \$2 billion in general obligation bond proceeds to be available for projects in the State Transportation Improvement Program (STIP), to augment funds otherwise available for the STIP from other sources. San Mateo County's target share of STIP Augmentation is \$23.487 million for highway projects and \$9.139 million for Public Transportation Account (PTA) eligible projects, a total target of \$32.626 million. Further, the maximum request for programming for San Mateo County cannot exceed \$44.025 million.

C/CAG is the designated agency responsible to develop the regional share of the STIP for San Mateo County. MTC has adopted the 2006 Regional Transportation Improvement Program (RTIP) Augmentation Program Policies, Procedures, and Project Selection Criteria. MTC has established deadline for Congestion Management Agencies (CMA) to submit draft and final nominations by February 1, 2007 and February 28, 2007, respectively.

ATTACHMENTS

Draft 2006 STIP Augmentation Summary for San Mateo County.
Letter from Bay Area Rapid Transit District (BART)

DRAFT 2006 STIP AUGMENTATION FOR SAN MATEO COUNTY

Does Not Include STIP Interregional Share Funding (See Separate Listing)
(\$1,000's)

San Mateo																
Agency	Rte	PPNO	Project	Voted	Total	Project Totals by Fiscal Year					Project Totals by Component					
						Prior	06-07	07-08	08-09	09-10	10-11	R/W	Const	E & P	PS&E	R/W Sup
Prior Commitments (Not Part of Augmentation Target)																
Caltrans	101	658B	Aux lanes-SCL Co. line to Marsh Rd		9,021				9,021							
Caltrans	101	690A	Willow Rd interchange reconstruction		20,046				20,046							
Caltrans	101	700B	Aux lanes, 3rd Av-Millbrae Av (RTIP)		30,030	30,030										
Caltrans	82	645C	Menlo Park-Millbrae, interconnect signals, phase 1		1,847				1,847							
Caltrans	82	645C	Menlo Park-Millbrae, interconnect signals, phase 2		3,153				3,153		3,153					
					64,097											
2006 STIP Augmentation (Highway)																
Caltrans	101	700B	Aux lanes, 3rd Av-Millbrae Av (RTIP)		16,279		16,279									
Caltrans	101	690A	Willow Rd interchange reconstruction		4,850				4,850							
Caltrans	82	645C	Menlo Park-Millbrae, interconnect signals, phase 2		963				963							
MTC		2140	Planning, programming, and monitoring (02S-87)		210				210							
SM C/CAG		2140A	Planning, programming, and monitoring (02S-87)		1,185				1,185							
Total Non-PTA Proposed for Programming in 2006 STIP Augmentation					23,487	0	16,279	1,395	5,813	0	0					
New	loc	New	Caltrain So. SF Station & Access Improvement	NEW	9,139				9,139							
		New	Daly City BART Station Improvements		900				900							
Total PTA-eligible Proposed for Programming in 06 STIP Augmentation					10,039											

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SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT

300 Lakeside Drive, P.O. Box 12688
Oakland, CA 94604-2688
(510) 464-6000

Date: January 17, 2007

Lynette Sweet
PRESIDENT

Gail Murray
VICE PRESIDENT

Thomas E. Margro
GENERAL MANAGER

Richard Napier
Executive Director
City/County Association of Governments - C/CAG
555 County Center, 5th Floor
Redwood City, CA 94063

RE: 2006 STIP Augmentation for San Mateo County

DIRECTORS

Gail Murray
1ST DISTRICT

Joel Keller
2ND DISTRICT

Bob Franklin
3RD DISTRICT

Carole Ward Allen
4TH DISTRICT

Zoyd Luce
5TH DISTRICT

Thomas M. Blalock
6TH DISTRICT

Lynette Sweet
7TH DISTRICT

James Fang
8TH DISTRICT

Tom Radulovich
9TH DISTRICT

Dear Rich,

I am writing to thank you for considering to include BART's Daly City Station Access Improvement Project in C/CAG's 2006 State Improvement Program (STIP) Augmentation for San Mateo County. The project is estimated to cost \$900,000. The details of the project are as follows:

Daly City Station Access Improvement Project

This purpose of this project is to address certain access deficiencies at the Daly City BART Station, including wayfinding signage, bicycle parking and the San Francisco State University Shuttle.

Wayfinding Signage: Current wayfinding signage is insufficient and confusing, guiding pedestrians to the parking lots rather than the station, itself. Develop and install multi-modal signage outside the station to guide patrons arriving via all modes – pedestrian, bicycle, shuttle, bus, passenger drop off and vehicular – to the station. Design and install signage within the station to direct passengers around the station and to key locations outside the station (i.e. shuttle and bus stops).

Bicycle Access Improvements: Replace existing bike lockers with e-lockers, or equivalently secure bike parking facility, and relocate them from their current insufficiently visible and gloomy location to the plaza area. The project will also include lighting and other improvements.

SFSU Shuttle Stop Enhancements: Upgrade San Francisco State University shuttle stop, including the installation of canopies, concrete bus pads and other improvements.

I urge you to also consider funding the SFO Bike Path through the 2006 STIP Augmentation. As you will remember, BART and SamTrans jointly committed in the Third Amendment of the Comprehensive Agreement Pertaining to BART Extension to construct a bike path along the BART/SFO Project alignment at the current cost of \$2.1 million. The 2006 STIP Augmentation is a perfect opportunity to fully fund this project.

Thank you for your kind consideration of this matter. Please don't hesitate to contact me at (510) 464-6433 or mtanner@bart.gov to discuss this matter further.

Best regards,

Michael Tanner

C/CAG AGENDA REPORT

Date: January 29, 2007
To: Congestion Management and Environmental Quality (CMEQ) Committee
From: CMP Technical Advisory Committee (TAC)
Subject: Recommendation on approval of the revised Scoring Criteria for the local streets and road pavement program (Project Evaluation and Selection Process)

(For further information contact John Hoang at 363-4105)

RECOMMENDATION

That the CMEQ Committee recommend approval of the Revised Scoring Criteria for determining eligibility and prioritizing project applications for future Federal Surface Transportation Program (STP) Local Streets and Roads (LS&R) Shortfall funding opportunities.

FISCAL IMPACT

No fiscal impacts to C/CAG.

SOURCE OF FUNDS

Funds for this program will be from Federal STP LS&R Shortfall.

BACKGROUND/DISCUSSION

In April 2006, the TAC recommended that staff convene a subcommittee to review the current scoring process for evaluating and prioritizing project applications submitted for federal LS&R shortfall funding. A scoring Subcommittee was formed and included Brian Lee, Duncan Jones, Larry Patterson, Mo Sharma, Van Ocampo, Parviz Mokhtari, Ray Razavi, Randy Breault, Sandy Wong and John Hoang.

The subcommittee considered key issues such as usage, need, equity, readiness, and local match and developed an updated "scoring criteria" to prioritize project applications. The "scoring criteria" was presented to the TAC in July 2006 for comments. TAC members provided additional comments and referred this item back to the subcommittee for further refinements of the guidelines and process.

Taking the recommendations into considerations, the subcommittee reconvened and developed a revised scoring criteria or "project evaluation and selection process". The key points that were incorporated in the updated draft included: maintaining the competitive-based process by utilizing a scoring criteria, clarifying the project eligibility and screening factors, simplifying the scoring categories to address Usage (AADT) and Need (pavement condition index), and setting 15% of the available funds for discretionary use.

ATTACHMENT

- Project Evaluation and Selection Process

PROJECT EVALUATION & SELECTION PROCESS

For Federal Surface Transportation Program (STP)

Local Streets and Roads Shortfall Funding

1/8/2007

A Subcommittee to the CMP Technical Advisory Committee (TAC) was formed to evaluate the current project scoring process and develop an updated scoring and prioritization process for project applications that are submitted for Federal Surface Transportation Program (STP) Local Streets and Roads Shortfall (LSRS) funding opportunities. The Subcommittee members consisted of Brian Lee (San Mateo County), Duncan Jones (Atherton), Mo Sharma (Daly City), Van Ocampo (Pacifica), Parviz Mokhtari (San Carlos), Ray Razavi (South San Francisco), Randy Breault (Brisbane), Sandy Wong (C/CAG), and John Hoang (C/CAG).

The following process was developed to determine project eligibility and prioritize projects for funding.

Project Eligibility / Screening Factors

- Project must meet all Federal, State, and Regional requirements
Project is ready to be programmed (i.e., DBE approved, ROW existing, No significant Environmental issues, etc)
- Project is located on the Federal-Aid System¹
Project is for construction phase only (does not include PS&E)
Requested funding is for roadway pavement rehabilitation and preventative maintenance only. ADA mandated improvements and traffic signal detection system replacement might be eligible for grant funds. Other improvements and enhancements may be included in the project as non-participating items.
Project should extend the service life of the pavement for a minimum of 5 years.
- Street segment receiving rehabilitation funds will be prohibited from receiving new funding for a period of a minimum of 5 years.

Jurisdiction Requirements

- Jurisdiction must be in compliance with the Regional Project Funding Delivery Policy requirements at the time of project application.
- Jurisdiction to provide a minimum local match of 11.47%
Jurisdiction must obligate the funds by March 1st of the year programmed²
Jurisdiction to submit a completed Routine Accommodation Checklist (for Bicycle and Pedestrians)³ with its application, as required.

¹ All public roads functionally classified as rural minor collectors or higher are considered on the Federal Aid system.

² If jurisdiction determines that project will not meet the obligate deadline, then C/CAG must be formally notified by Dec. 1st. Failure to provide proper notification will result in an imposed penalty that will prevent jurisdictions from receiving any additional funding for a period of one (1) year.

³ New requirements by MTC

Project Funding Criteria

The maximum amount a jurisdiction can receive will be 15% of the total available funds for the cycle. There are no limits on the number of projects a jurisdiction may be awarded. Funds allocated to San Mateo County and are available to jurisdictions for each funding cycle will be divided into two components:

- **Competition:** 85% of the total amount will be available on a competitive basis by applying the updated Project Scoring Criteria. (See below)
- **Discretionary:** 15% of the total amount will be discretionary and may be used to address regionality, smaller jurisdictions' needs, and other issues. Eligible projects that are not selected through the Competition process will be eligible. C/CAG will develop further criteria and may convene a Project Selection Subcommittee as needed.

Project Scoring Criteria

The Scoring Criteria will be used to prioritize the projects eligible for the "Competition" portion of the available funds and includes two categories to address "usage" and "needs". "Usage" considers the Average Annual Daily Trips (AADT) of a street. "Need" establishes ranking criteria using the Pavement Condition Index (PCI)⁴ for specific streets. Each category has a maximum 50 points each and a total of 100 points.

Category	Description	Points	Maximum Points
Usage	AADT		50
	• < 1000	15	
	• 1001 - 3000	20	
	• 3001 - 6000	25	
	• 6001 - 10,000	30	
	• 10,001 - 15,000	35	
	• 15,001 - 20,000	40	
	• 20,001 - 25,000	45	
	• > 25,000	50	
Need	Pavement Condition Index (PCI)		50
	• < 40	10	
	• > 70	20	
	• Between 55 and 70	40	
	• Between 40 and < 55	50	
Total			100

Project Selection

Projects are ranked in order (highest to lowest) by total points and the top projects are selected until all the available funds are allocated. Projects that did not rank high enough

⁴ A PCI score is generated by the MTC StreetSaver pavement management software. Jurisdictions are required to update their program every 2 years.

to receive funding will be eligible for the 15% discretionary portion of the funds. In case of a two-way tie where there is not enough money remaining to fund both projects, the project with the higher points scored for the PCI will be selected.

Programming Requirements

During the fiscal year in which a project is programmed, if the project sponsor determines that it will not be able to deliver the project on time (i.e., meet the March 1st obligation deadline), the jurisdiction will need to inform C/CAG in writing by December 1st. No penalty will be incurred by the sponsoring jurisdiction.

After December 1st of the programmed year, if project sponsors does not delivery project within the Regional deadline of March 1st of the programmed fiscal year, and if the sponsor did not inform C/CAG in writing by December 1st, a penalty will be imposed on that jurisdiction and the jurisdiction will be ineligible to apply for any funds in the next funding cycle(s) of the allocation.