



# OneBayArea

## One Bay Area Grant 2 (OBAG 2)

## Applicant Workshop

September 2016



METROPOLITAN  
TRANSPORTATION  
COMMISSION



# Presentation Overview



- OBAG 2 and the agencies involved
- PDAs: What they are and how they affect this program
- OBAG 2 eligible project types (BPIP & TLC)
- Application Process
- Selection Process
- Programming Process
- Delivery Requirements



# What is the One Bay Area Grant 2?



The One Bay Area Grant 2 (OBAG2) is a funding approach, initiated by the Metropolitan Transportation Commission (MTC) that integrates the region's federal transportation program with California's climate law (Senate Bill 375) and the Sustainable Communities Strategy (SCS).

In July 27, 2016, MTC and ABAG adopted Resolution 4202 outlining the policies and procedures for OBAG2.

# What is the intent of OBAG2?



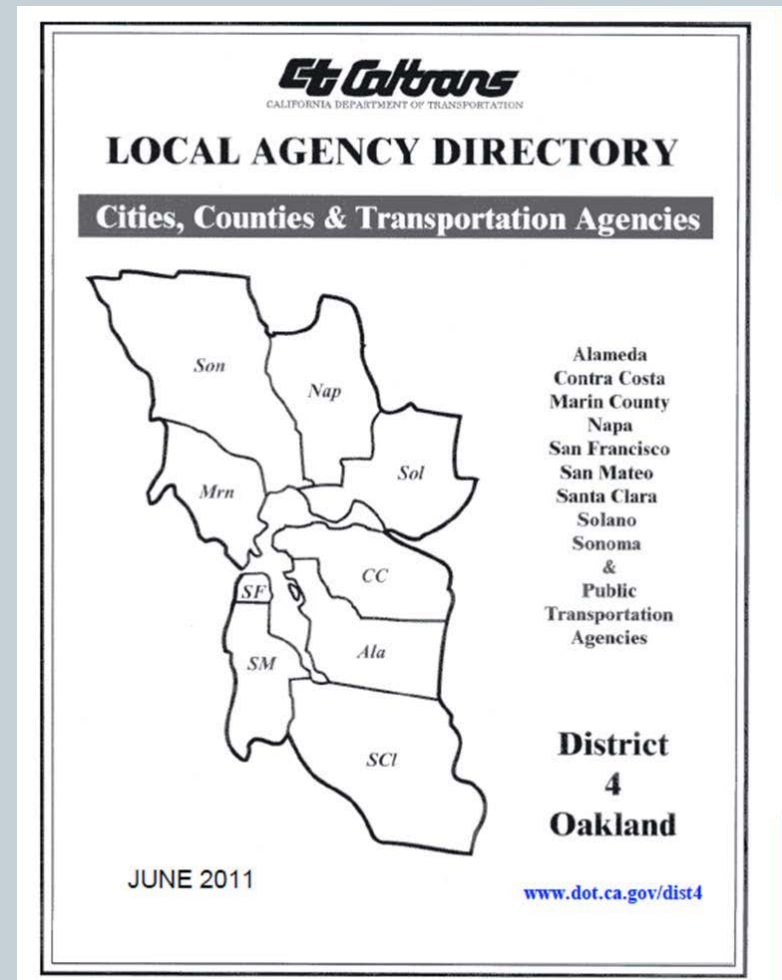
- Reward jurisdictions that produce housing and accept housing allocations through the Regional Housing Need Allocation (RHNA) process.
- Support the Regional Transportation Plan/ Sustainable Communities Strategy (aka Plan Bay Area 2040) by promoting transportation investments in Priority Development Areas (PDAs).



# Who is eligible to apply for OBAG2 funding?

- Local Public Agencies that are eligible to receive Federal Highway Administration (FHWA) funds.
  - Cities and towns in San Mateo County
  - The County of San Mateo
  - San Mateo County Transit District (SamTrans)
  - Peninsula Corridor Joint Powers Board (JPB)

Agencies must have a valid master agreement executed with Caltrans



# What kind of projects are eligible for OBAG2 funding?



C/CAG has issued a call for the following programs:

- **Transportation for Livable Communities (TLC) projects**
- **Bicycle and Pedestrian Improvement Program (BPIP) projects**

In order to promote transportation investments in Association of Bay Area Governments (ABAG) Priority Development Areas (PDAs), C/CAG is required to direct a minimum of 70% of its OBAG funding to projects in PDAs.



## Invest in transportation projects that:

Bring vibrancy to downtown areas, commercial cores, high density neighborhoods & transit corridors

Enhance amenities & ambiance

Make places where people want to live, work & visit

Investing in high impact projects that promote alternative transportation modes to the single-occupant automobile.

# Transportation for Livable Communities (TLC)



# Transportation for Livable Communities (TLC)



## **Project categories include:**

- **Station Improvements** (i.e. plazas, station access, pocket parks, bicycle parking)
- **Transit Access** (paths and bridges providing safe routes to transit)
- **Complete Streets Improvements** - bike lanes/sharrows, sidewalk, bulb outs, etc.
- **Transportation Demand Management (TDM)**—(car sharing, vanpooling traveler coordination and information.)
- **Streetscape projects** focusing on high-impact, multi-modal improvements or associated with high density housing/mixed use/transit

**Projects must facilitate multimodal transportation. No landscape only projects.**





**Funds a wide range of bicycle and pedestrian improvements including:**

- Class I, II, III, and IV II bicycle/pedestrian facilities
- Bicycle/pedestrian education and outreach
- Bicycle sharing and parking
- Sidewalks, ramps, pathways, and pedestrian bridges
- User safety and supporting facilities, and traffic signal actuation

**Fund Source Note: CMAQ may not fund exclusively recreational facilities and hours of operation need to be reasonable to accommodate commuters.**

# Bicycle and Pedestrian Improvements Program (BPIP)



# Bicycle and Pedestrian Improvements Program (BPIP)



## **Project categories include:**

- New construction of paths, tracks, or areas for the use by pedestrian or other non-motorized means of transportation in the public interest.
- Permanent bicycle racks.
- Bulb outs, sidewalk widening, cross walk enhancements, audible signal modification, mid-block crossings, pedestrian street lighting, pedestrian medians and refuges.
- Signal modification for bicycle detection.
- Secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas

**Fund Source Note: CMAQ may not fund exclusively recreational facilities and hours of operation need to be reasonable to accommodate commuters.**

# Field Videos and Maximum Applications

## Only Applicable BPIP Program



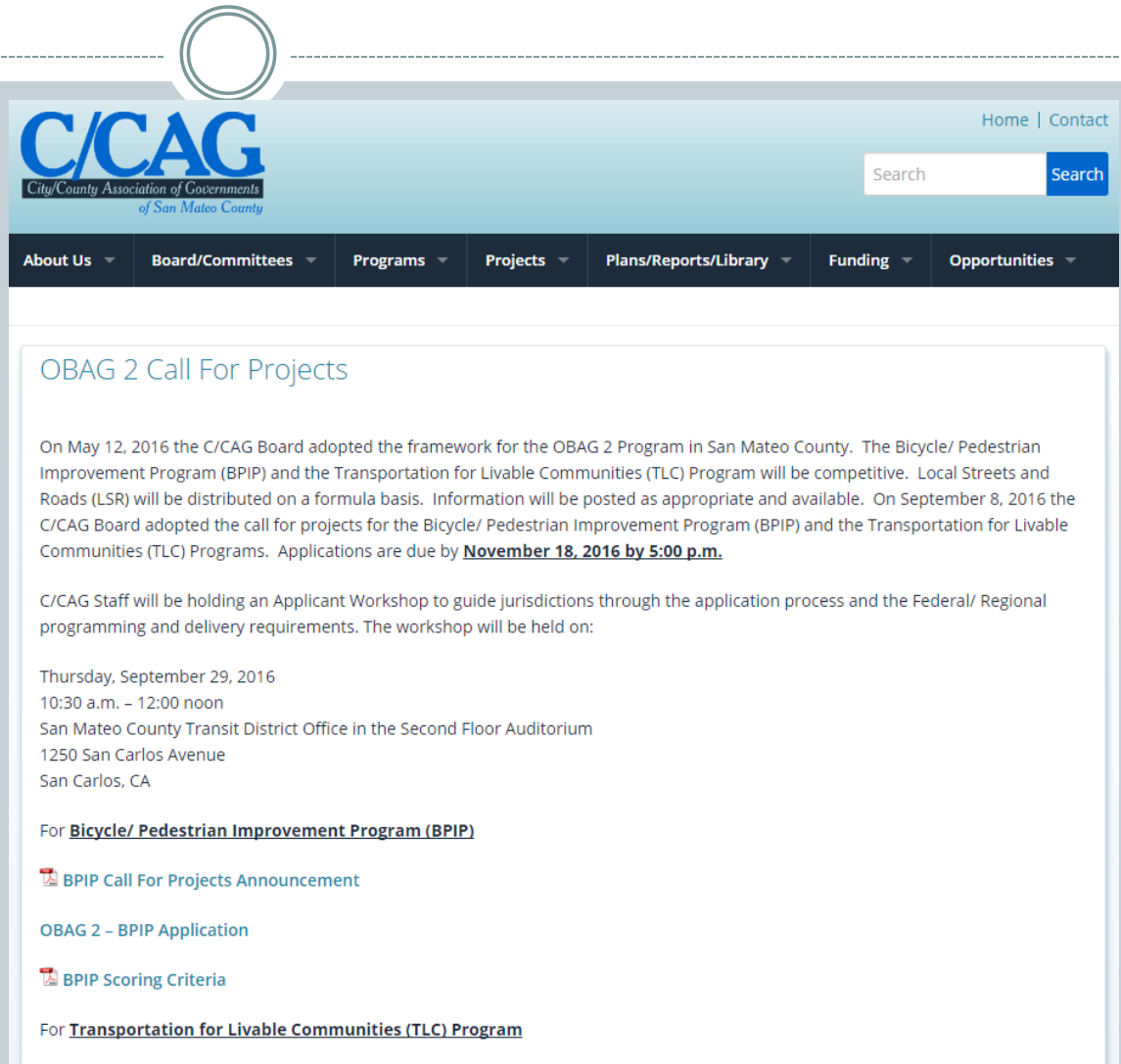
- The C/CAG Bicycle and Pedestrian Committee (BPAC) recently adopted the option for BPIP project sponsors to submit a field video as a part of their applications in lieu of field tours in either a CD or thumb drive format
- The videos may not be longer than 5 minutes and must address the issue (ie. safety, access) within that timeframe
- The videos will not be a part of the presentation to the BPAC as the BPAC will review them beforehand
- The field videos are optional although they are highly encouraged.
- BPAC request no more than 2 applications per jurisdiction.

# Where is the application?

Application forms and announcements are posted at C/CAG's website at:

<http://ccag.ca.gov/obag-2-call-for-projects/>

- Announcements
- Applications (MS Word Format)
- Screening Criteria
- Scoring Criteria
- Lots of other stuff



The screenshot shows the C/CAG website header with the logo and navigation menu. The main content area displays the 'OBAG 2 Call For Projects' announcement. The text of the announcement states that on May 12, 2016, the C/CAG Board adopted the framework for the OBAG 2 Program in San Mateo County. It mentions the Bicycle/ Pedestrian Improvement Program (BPIP) and the Transportation for Livable Communities (TLC) Program. The announcement also states that applications are due by November 18, 2016, by 5:00 p.m. Below the announcement, there is a section for an Applicant Workshop on Thursday, September 29, 2016, from 10:30 a.m. to 12:00 noon at the San Mateo County Transit District Office in the Second Floor Auditorium, 1250 San Carlos Avenue, San Carlos, CA. There are also links for BPIP Call For Projects Announcement, OBAG 2 - BPIP Application, and BPIP Scoring Criteria.

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## OBAG 2 Call For Projects

On May 12, 2016 the C/CAG Board adopted the framework for the OBAG 2 Program in San Mateo County. The Bicycle/ Pedestrian Improvement Program (BPIP) and the Transportation for Livable Communities (TLC) Program will be competitive. Local Streets and Roads (LSR) will be distributed on a formula basis. Information will be posted as appropriate and available. On September 8, 2016 the C/CAG Board adopted the call for projects for the Bicycle/ Pedestrian Improvement Program (BPIP) and the Transportation for Livable Communities (TLC) Programs. Applications are due by **November 18, 2016 by 5:00 p.m.**


C/CAG Staff will be holding an Applicant Workshop to guide jurisdictions through the application process and the Federal/ Regional programming and delivery requirements. The workshop will be held on:

Thursday, September 29, 2016  
10:30 a.m. – 12:00 noon  
San Mateo County Transit District Office in the Second Floor Auditorium  
1250 San Carlos Avenue  
San Carlos, CA

For **Bicycle/ Pedestrian Improvement Program (BPIP)**

 [BPIP Call For Projects Announcement](#)

[OBAG 2 – BPIP Application](#)

 [BPIP Scoring Criteria](#)

For **Transportation for Livable Communities (TLC) Program**

# Information for Formula Distributed Local Streets and Roads Program

<http://ccag.ca.gov/obag-2-call-for-projects/>

Application materials applicable to **both the BPIP and TLC** programs.

-  [OBAG 2 General Screening Criteria](#)
-  [MTC Local Compliance Checklist](#)
-  [OBAG Preservation Strategies and Community Stabilization Policies](#)
-  [OBAG 2 RHNA Production Formula Score](#)
-  [MTC Regional Project Delivery Policy Guidance Resolution 3606](#)
-  [MTC OBAG 2 Resolution 4202](#)

For **Local Streets and Roads** please utilize tools below:

-  [LSR Distribution Letter Programming Instructions \(PDF\)](#)
- [OBAG 2 Programming Template 6-7-16](#)
- [MTC Resolution of Local Support Template](#)
- [MTC Complete Streets Online Checklist](#)
- [MTC Street Saver Link](#)
-  [MTC Local Compliance Checklist](#)
-  [Example Scenarios-Section Remaining Life – StreetSaver Report](#)
- [Link to MTC GIS PDA Map](#)

# When is it due?

Applications are due on  
**November 18, 2016** at 5:00p.m.

Keep in mind application  
 instructions e.g. number of copies  
 and scoring criteria.

**C/CAG ONE BAY AREA GRANT 2 PROGRAM (OBAG 2)  
 Transportation for Livable Communities  
 (TLC) Program  
 APPLICATION FOR FISCAL YEARS 2017/2018 - 2021/2022**

**Section 1: General Project Information**

**1) General Project Information**

Sponsor Agency:

Implementing Agency:

Funds Requested  
 Minimum \$250,000  
 Maximum \$1,000,000:

- Note:
- Maximum amount that can be awarded per project is \$1,000,000.
  - The maximum allowable grant fund per jurisdiction is \$1,500,000 (for BPIP and TLC combined).

**2) Single point of contact for all Federal Aid projects in your agency:**

Name:

Title:

Agency:

C/CAG One Bay Area Grant (OBAG) Scoring Criteria Fiscal Years 2017/2018 - 2021/2022 Transportation for Livable Communities (TLC) Program		
Program Goals	<ul style="list-style-type: none"> <li>• Create enjoyable and safe multi-modal experiences.</li> <li>• Facilitate multi-modal mobility.</li> <li>• Enhance connections between alternative modes of transportation.</li> <li>• Enhancements that support community based transportation that bridge adjacency to downtown areas, commercial cores, high density neighborhoods, and transit corridors.</li> </ul> <p>Note: TLC projects must facilitate multimodal transportation (e.g. no landscape only projects)</p>	
Eligible Types of Projects	<ul style="list-style-type: none"> <li>• Landscape Improvements such as improved sidewalks, street furniture and fixtures, pedestrian scaled lighting, way finding signage, landscaping, and bicycle/pedestrian treatments that focus on high-impact, multi-modal improvements. Project must contain multi-modal elements (no landscaping/landscape only projects).</li> <li>• Complete streets improvements such as bulb outs, sidewalk widening, crosswalk enhancements, walkable signal modification, mid-block crossings, pedestrian street lighting, pedestrian crossings and refuges.</li> <li>• Transit station improvements (plaza, station access, bike parking), transit access projects (connecting housing to jobs and mixed land use to transit)</li> <li>• Transportation Demand Management - project such as car sharing, carpooling coordination and information, and Clipper related projects.</li> </ul> <p>Note: TLC projects must facilitate multimodal transportation</p>	
Eligible Source		
CMRAC Fund Source	Project must be for new or expanded transportation project. Maintenance projects are not allowed.	
Scoring Criteria		Maximum Points
Location in relation to a Priority Development Area	Projects are located in a PDA or in Proximity to a PDA (Note: MTC mandates that 70% of all OBAG funds are to be located in a PDA or in proximity to a PDA) (in a PDA = 30pts, within 1/4 mi of a PDA/edge, within 1/2 mi of a PDA = 15pts, within 1 mi of a PDA or in proximity to a PDA = 5pts)	30
BIPM/Housing Production	Distribution Formula based on MTC OBAG distribution factors, which is based on population, BIPM, and housing production. (1-5)	5
Location in a BIPM/CMRAC Community	If project is in a BIPM/CMRAC defined community or freight transportation center or improvements implement "Best Practices" as identified by the AB District's Planning Healthy Places guidelines. (0-2)	2
Community of Concern	Project location in relation to Communities of Concern (COC) as defined by MTC or locally identified as part of Community Based Transportation Plans. Project is identified in one of the Community Based Transportation Plans developed in the Alameda County or the Countywide Transportation Plan for Low Income Communities. (Project is in a CTP or Countywide Transportation Plan for Low Income Communities = 5pts, Project is located in or across a COC = 3pts)	5
Affordable Housing	Project is located in a PDA or Transit Priority Area (TPA) that has affordable housing (promotions strategies and/or community stabilization policies. (Arid Displacement) (1-3 policies = 2 pts, 4-6 policies = 3 pts, 7-9 policies = 4 pts, 10-14 policies = 5 pts)	5
User Benefit	Project has a high need (2 points) Project is safety project (1 point) Project is expected to have a high return on investment (2 points) Project meets the intent and goals of the program (2 points)	10
Planning	Project is listed in an adopted planning document (e.g. bike plan, pedestrian plan, station area plan, transit plan, or other area planning document). (1-3)	3
Connectivity/Improves Transportation Choices	Project connects or improves access to housing/jobs/ "high quality" transit (4 points) Project connects a gap in a bicycle or pedestrian network. (4 points) Project encourages multi-modal access with a "complete streets" approach. (4 points) Project is located in or near dense job centers, in proximity to transit, and housing with reduced parking requirements and transit demand management (TDM) programs or Project improves transportation choices for all income levels (4 points)	16
Support	Project has council approval and/or community support. (0-6)	6
Match Funds	Project exceeds the minimum match for the project (\$1,476 minimum) - (0-50)	50
Resilience	Project is free of Right of Way complications (Project has secured encroachment permits, or is entirely on city property). (0-4)	4
	Project has secured all required regulatory agency permits (e.g. NCCD, RMCDR, CCC, LUPWD) (1-4)	4
	Project is designed (0-30pts). (1-10)	30

**Project sponsors may not apply to both the TLC and BPIP for the same project.**

# What FHWA will pay for:

- **Construction contract cost**
- **Direct staff cost**  
(indirect cost must be pre-approved by Caltrans)
- **Project design**  
(must receive obligation prior to design for this)
- **Construction engineering** (up to ~15%)

- **Traffic control**
- **Erosion and dust control measures**
- **Mobilization**

**Note: Advertising a project prior to authorization (E-76) will jeopardize funds.**

Note: OBAG 2 is not a planning grant program. Planning projects are not eligible.

FHWA will not participate in any design work done prior to E-76, any work not cleared by NEPA, or any work not covered under the Field Review.

# MTC Requirements from Resolution 4202



- General plan housing element adopted & certified by the California Department of Housing and Community Development (HCD) for 2015-22 RHNA prior to January 31, 2016.
  - Annual Housing Element Report submitted to HCD each year till FY 22
- Complete streets policies at the local level through the adoption of a complete streets policy resolution no later than January 31, 2016 or a general plan that complies with the Complete Streets Act of 2008.
- OBAG2 Checklist for Local Compliance filled out and signed (Reso 4202)
- Complete Streets Checklist (online application) filled out and saved
- Provide a map of project locations in relation to PDAs



# MTC Requirements from Resolution 4202 (continued)



- MTC recently adopted an anti-displacement requirement that requires jurisdictions that are general law cities to pass a Surplus Land Resolution with their respective city council
  - Charter cities are exempt from this resolution requirement until a final court decision has been made.
- The Surplus Land resolution will state that these jurisdictions are in compliance with the State Surplus Land Act (AB2135) which allows affordable housing developers to be given first priority to the disposal of surplus land
  - MTC has provided a template on their OBAG2 page:  
<http://mtc.ca.gov/our-work/fund-invest/federal-funding/obag-2>

# MTC Requirements from Resolution 4202



- **Maintain a Single Point of Contact (SPOC) and comply with Regional Delivery Policies (Resolution 3606)**
- **Local Streets and Roads (LSR) requirements**
  - Certified Pavement Management Program updated every three years
  - Participate in the statewide local streets and roads needs assessment survey?
  - Provide information on the Highway Performance Monitoring System (HPMS) at least one every 3 years.
  - Attach a Scenarios –Section Remaining Life for LSR projects

DALY CITY

## Scenarios - Section Remaining Life

Scenario: 2010 Federal STP Cycle 1

Printed: 05/24/2010

Year	Street ID	Section ID	Street Name	Functional Class	Surface	Treatment	PCI before	PCI after	Life Ext.	Remaining Life
2010	HOFFMA	10	HOFFMAN ST - HOFFMA	C - Collector	O - AC/AC	CRN SHAVE AND 3.0 IN OL	45.80	100.00	23.72	30.05
	HOFFMA	15	HOFFMAN ST - HOFFMA	C - Collector	O - AC/AC	CRN SHAVE AND 3.0 IN OL	67.07	100.00	14.53	30.05
	JUNIBE	50	JUNIPERO SERRA BLVD - JUNIBE	A - Arterial	O - AC/AC	CRN SHAVE AND 3.0 IN OL	61.70	100.00	17.87	29.37
	JUNIBE	60	JUNIPERO SERRA BLVD - JUNIBE	A - Arterial	O - AC/AC	CRN SHAVE AND 3.0 IN OL	34.40	100.00	26.95	29.37
	SANPED	20	SAN PEDRO RD - SAN PE	A - Arterial	O - AC/AC	CRN SHAVE AND 3.0 IN OL	49.69	100.00	22.75	29.37



# MTC Required Certifications

One Bay Area Grant 2 (OBAG2) Checklist for Local Compliance with MTC Resolution 4202 contains a certification for the following:

1. Compliance with Complete Streets Act of 2008

2. Housing Element Certification

\*Needs to be signed by the City Manager, Administrator or Designee

## One Bay Area Grant (OBAG 2) Checklist for Local Compliance with MTC Resolution No. 4202

Federal Program Covering FY 2017-18 through FY 2021-22

The intent of this checklist is to delineate the requirements for local jurisdictions included in the OBAG Grant Program (Resolution No. 4202), as adopted by MTC on November 18, 2015. This checklist must be completed by local jurisdictions and submitted to the CMA to certify compliance with the OBAG 2 requirements listed in MTC Resolution No. 4202. MTC will not take action to program projects for a local jurisdiction until the CMA affirms that the jurisdiction has met all requirements included in OBAG 2.

1. Compliance with the Complete Streets Act of 2008		YES	NO	N/A
a.	Has the jurisdiction met MTC's Complete Street Requirements for OBAG 2 prior to the CMA submitting its program to MTC through either of the following methods?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1. Adopting a Complete Streets resolution incorporating MTC's nine required complete streets elements; or			
	2. Adopting a significant revision to the General Plan Circulation Element after January 1, 2010 that complies with the California Complete Streets Act of 2008.			
b.	Has the jurisdiction submitted documentation of compliance with Item a. (copy of adopted resolution or circulation element) to the CMA as part of this Checklist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.	Has the jurisdiction submitted a Complete Streets Checklist for any project for which the jurisdiction has applied for OBAG 2 funding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Housing Element Certification		YES	NO	N/A

# MTC Complete Streets Checklist

- **C/CAG requires all projects to be entered into the Complete Streets Checklist as part of the application process.**
  - <http://completestreets.mtc.ca.gov/>
  - Similar to previous Cycle inputs but required earlier this cycle.



METROPOLITAN TRANSPORTATION COMMISSION

Complete Streets

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## External User Login

This is a Metropolitan Transportation Commission (MTC) system intended for MTC purposes only. MTC reserves the right to monitor the use of this system as required to ensure its stability, availability, and security.

Unauthorized access to this system is prohibited.

Please Log in with your username and password.

Username

Password

[Log in](#)

[Forgot login?](#)

[Register new account](#)

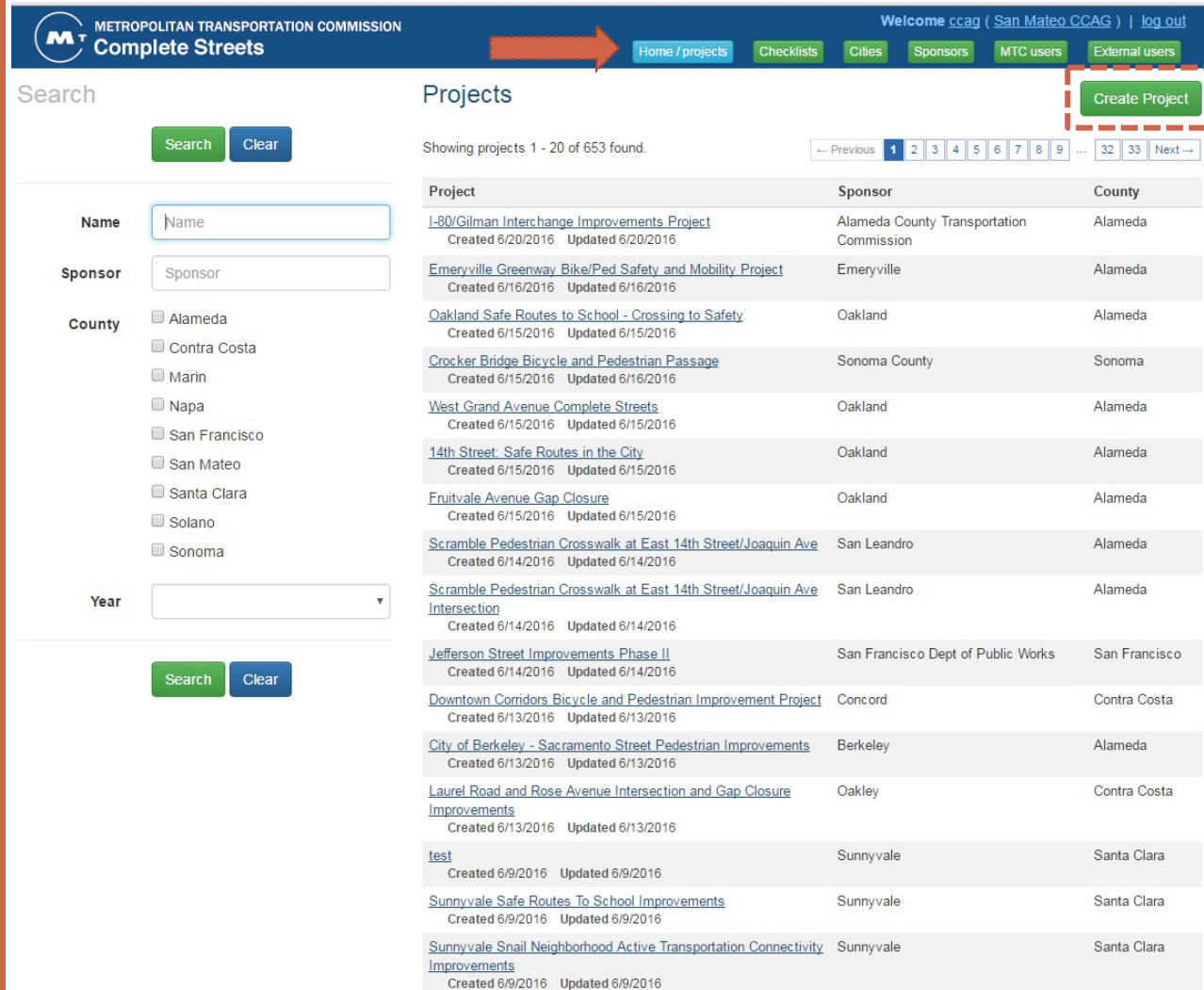


You will need to register here

# How to create a project

1. Make sure you are on the Home/Projects tab (see arrow)

2. Click on the Create Project button



The screenshot shows the Metropolitan Transportation Commission Complete Streets website. The top navigation bar includes the MTC logo, the text 'METROPOLITAN TRANSPORTATION COMMISSION Complete Streets', and a user welcome message 'Welcome ccag ( San Mateo CCAG ) | log out'. The navigation menu contains 'Home / projects', 'Checklists', 'Cities', 'Sponsors', 'MTC users', and 'External users'. An orange arrow points to the 'Home / projects' tab. Below the navigation bar, there is a search section with input fields for 'Name', 'Sponsor', and 'County', and a 'Year' dropdown menu. To the right, the 'Projects' section displays a list of projects with columns for 'Project', 'Sponsor', and 'County'. A 'Create Project' button is highlighted with a red dashed box in the top right corner of the page.

**Search**

**Name**

**Sponsor**

**County**

- Alameda
- Contra Costa
- Marin
- Napa
- San Francisco
- San Mateo
- Santa Clara
- Solano
- Sonoma

**Year**

**Projects**

Showing projects 1 - 20 of 653 found.           ...

Project	Sponsor	County
<a href="#">I-80/Gilman Interchange Improvements Project</a> Created 6/20/2016 Updated 6/20/2016	Alameda County Transportation Commission	Alameda
<a href="#">Emeryville Greenway Bike/Ped Safety and Mobility Project</a> Created 6/16/2016 Updated 6/16/2016	Emeryville	Alameda
<a href="#">Oakland Safe Routes to School - Crossing to Safety</a> Created 6/15/2016 Updated 6/15/2016	Oakland	Alameda
<a href="#">Crocketer Bridge Bicycle and Pedestrian Passage</a> Created 6/15/2016 Updated 6/16/2016	Sonoma County	Sonoma
<a href="#">West Grand Avenue Complete Streets</a> Created 6/15/2016 Updated 6/15/2016	Oakland	Alameda
<a href="#">14th Street Safe Routes in the City</a> Created 6/15/2016 Updated 6/15/2016	Oakland	Alameda
<a href="#">Fruitvale Avenue Gap Closure</a> Created 6/15/2016 Updated 6/15/2016	Oakland	Alameda
<a href="#">Scramble Pedestrian Crosswalk at East 14th Street/Joaquin Ave</a> Created 6/14/2016 Updated 6/14/2016	San Leandro	Alameda
<a href="#">Scramble Pedestrian Crosswalk at East 14th Street/Joaquin Ave Intersection</a> Created 6/14/2016 Updated 6/14/2016	San Leandro	Alameda
<a href="#">Jefferson Street Improvements Phase II</a> Created 6/14/2016 Updated 6/14/2016	San Francisco Dept of Public Works	San Francisco
<a href="#">Downtown Corridors Bicycle and Pedestrian Improvement Project</a> Created 6/13/2016 Updated 6/13/2016	Concord	Contra Costa
<a href="#">City of Berkeley - Sacramento Street Pedestrian Improvements</a> Created 6/13/2016 Updated 6/13/2016	Berkeley	Alameda
<a href="#">Laurel Road and Rose Avenue Intersection and Gap Closure Improvements</a> Created 6/13/2016 Updated 6/13/2016	Oakley	Contra Costa
<a href="#">test</a> Created 6/9/2016 Updated 6/9/2016	Sunnyvale	Santa Clara
<a href="#">Sunnyvale Safe Routes To School Improvements</a> Created 6/9/2016 Updated 6/9/2016	Sunnyvale	Santa Clara
<a href="#">Sunnyvale Snail Neighborhood Active Transportation Connectivity Improvements</a> Created 6/9/2016 Updated 6/9/2016	Sunnyvale	Santa Clara

# Step 3: Fill in Project Information



- Fill in all of the information requested from the project sponsor (see example)
  - County, Sponsor, Project Name, Project Description
- Click “Enter” to save the project



METROPOLITAN TRANSPORTATION COMMISSION

Complete Streets

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County

Sponsor

Name

Description



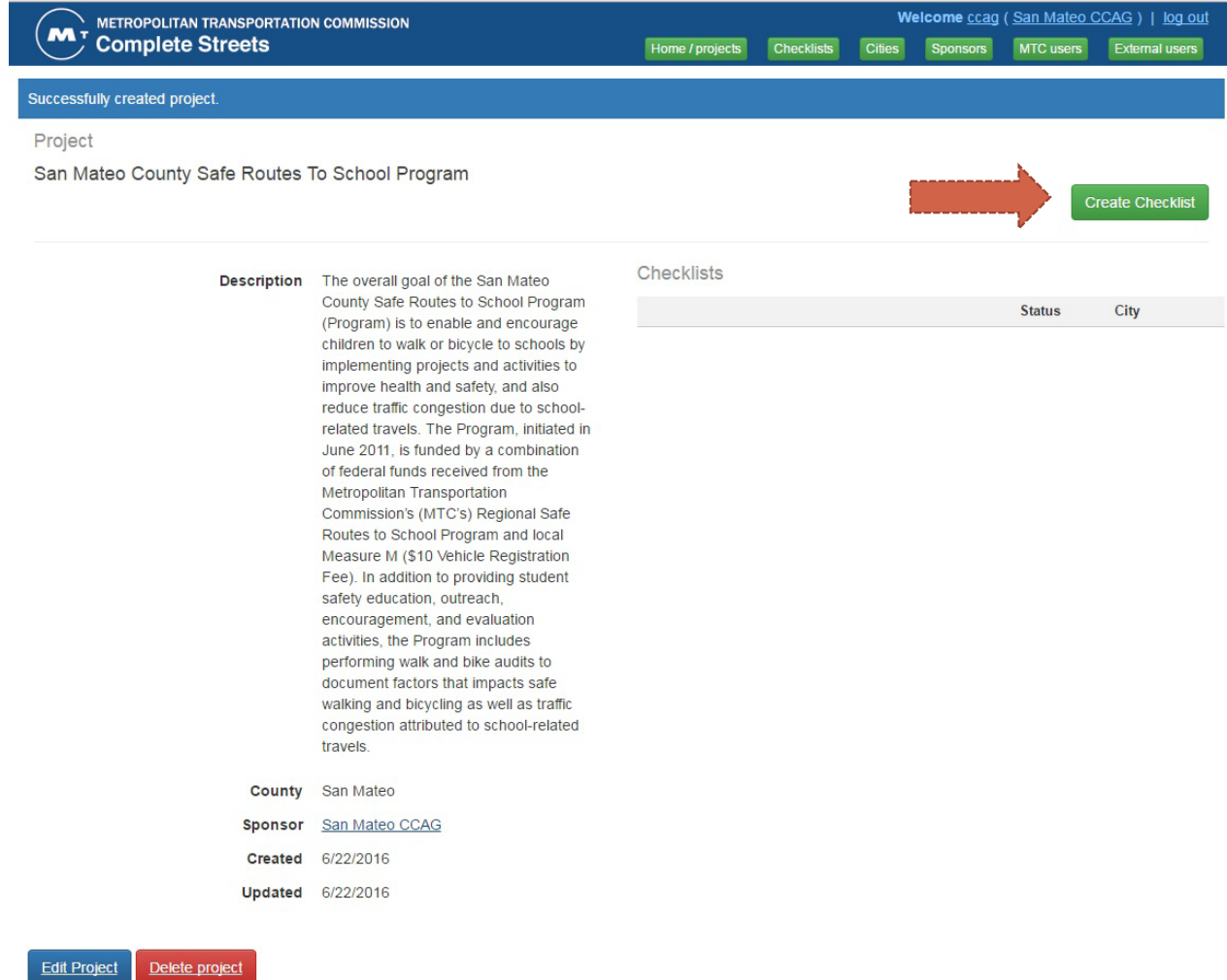
Enter

[Cancel](#)

# How to Create a Checklist

Upon completion of creating your project, click on the “Create Checklist” button to create the checklist.

**You will need to match the project to the checklist**




METROPOLITAN TRANSPORTATION COMMISSION  
Complete Streets

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Successfully created project.

Project  
San Mateo County Safe Routes To School Program

 [Create Checklist](#)

**Description** The overall goal of the San Mateo County Safe Routes to School Program (Program) is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels. The Program, initiated in June 2011, is funded by a combination of federal funds received from the Metropolitan Transportation Commission's (MTC's) Regional Safe Routes to School Program and local Measure M (\$10 Vehicle Registration Fee). In addition to providing student safety education, outreach, encouragement, and evaluation activities, the Program includes performing walk and bike audits to document factors that impacts safe walking and bicycling as well as traffic congestion attributed to school-related travels.

**County** San Mateo

**Sponsor** [San Mateo CCAG](#)

**Created** 6/22/2016

**Updated** 6/22/2016

[Edit Project](#) [Delete project](#)

Checklists

Status	City
--------	------

# Fill in the Checklist Information for Your Project



- Fill in all of the information and answer all of the questions requested from the project sponsor
- Remember to match the checklist to your project name

name

Project: [San Mateo County Safe Routes To School Program](#)  
Checklist: [San Mateo County Safe Routes To School Program](#)

CREATED 2010-06-22 10:55:10 -0700 (about 2 hours ago) | UP DATED 2010-06-22 10:55:10 -0700 (about 2 hours ago)

Name  
San Mateo County Safe Routes To School Program

Description  
The overall goal of the San Mateo County Safe Routes to School Program (Program) is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels. The Program, initiated in June 2011, is funded by a combination of federal funds received from the Metropolitan Transportation Commission's (MTC's)

Status  
 In Progress  Submitted  Approved

Project Location  
San Mateo County Safe Routes To School Program  
Phillips Drive Pavement and Streetscape Improvement Project  
Central Avenue Complete Street  
Powell Street Safety Project  
Sunnyvale Snail Neighborhood Active Transportation Connectivity Improvements  
Sunnyvale Safe Routes To School Improvements  
test  
Laurel Road and Rose Avenue Intersection and Gap Closure Improvements  
City of Berkeley - Sacramento Street Pedestrian Improvements  
Downtown Corridors Bicycle and Pedestrian Improvement Project  
Jefferson Street Improvements Phase II  
Scramble Pedestrian Crosswalk at East 14th Street/Joaquin Ave Intersection  
Scramble Pedestrian Crosswalk at East 14th Street/Joaquin Ave  
Fruitvale Avenue Gap Closure  
14th Street: Safe Routes in the City  
West Grand Avenue Complete Streets  
Crocker Bridge Bicycle and Pedestrian Passage  
Oakland Safe Routes to School - Crossing to Safety  
Emeryville Greenway Bike/Ped Safety and Mobility Project  
I-80/Gilman Interchange Improvements Project  
San Mateo County Safe Routes To School Program

Contact Name  
Contact Phone  
Contact Email  
Contact Address





# Mapping Requirements

- All project locations must be mapped.
- Projects not located directly in a PDA must show where/how project is located in proximity to a PDA per C/CAG adopted definition of "proximate access to a PDA."



Click on this icon to turn on the PDA layer

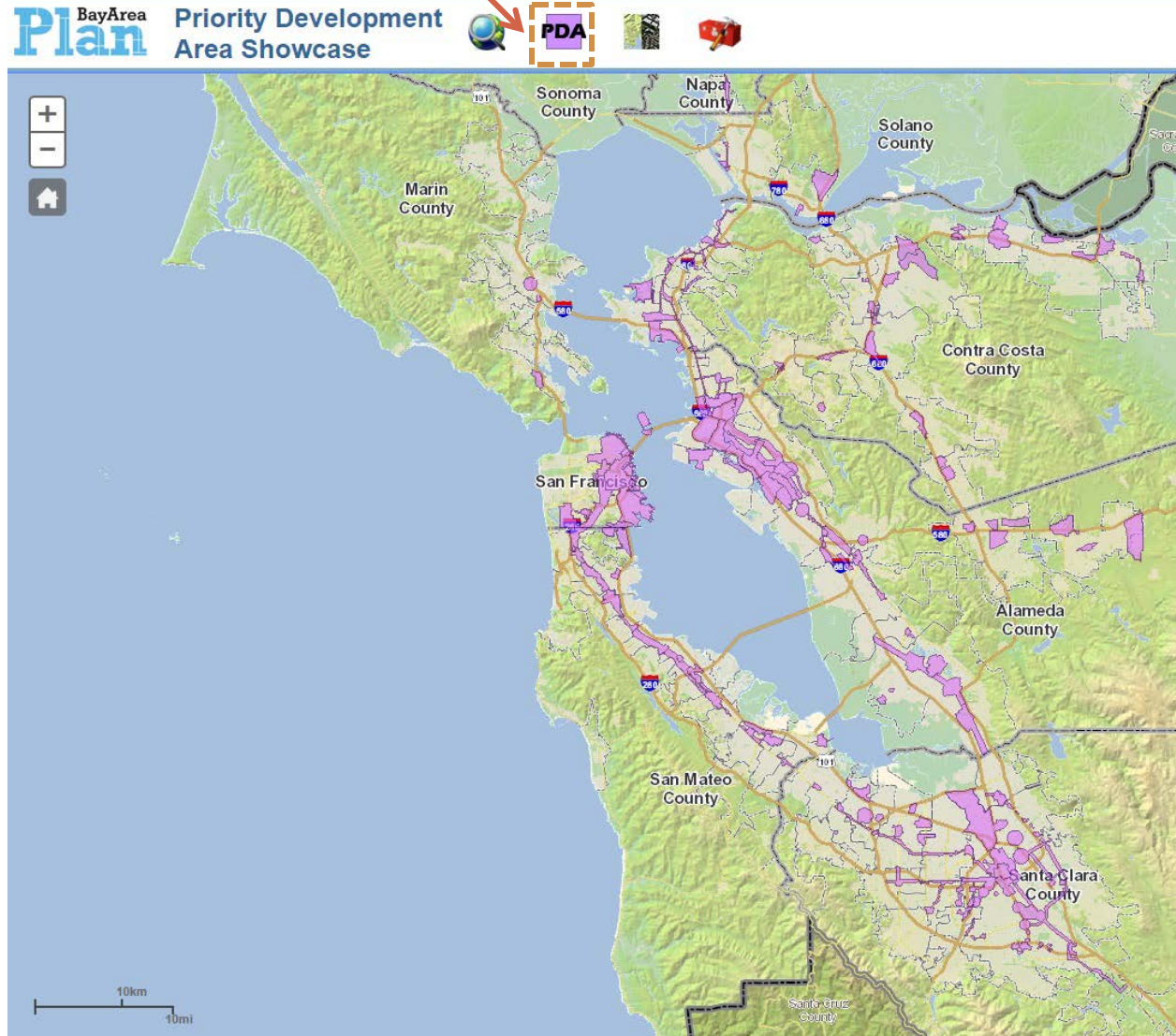


ABAG has an interactive PDA map that shows where every designated PDA is located within the 9 county region.

MTC requires projects in “proximate access to a PDA” to be mapped and accompanied with policy justification.

Be sure to zoom into your jurisdiction and attach this map to your application.

This map can be found on ABAG’s website at: <http://gis.abag.ca.gov/website/PDAShowcase/>



## Mapping Requirements

# Mapping Requirements



By meeting any one of the six categories below, a project would meet the definition of **proximate access to a PDA**. The proposed six categories are:

1. The project provides direct access to a PDA (ex. a road, sidewalk, or bike lane that leads directly into a PDA); or
2. The project is within one mile radius of a PDA boundary; or
3. The project is located on a street that hosts a transit route, which directly leads to a PDA; or
4. The project is located within ½ mile of one or more stops for two or more public or shuttle bus lines, or within ½ mile of a rail or regional transit station, that is connected to a PDA; or
5. The project provides a connection between a Transit Oriented Development (TOD), as defined by C/CAG and a PDA. (A TOD is previously defined by C/CAG as permanent, high-density residential housing with a minimum density of 40 units per net acre, located within 1/3 mile from a Caltrain or BART station or on a frontage parcel of the El Camino Real/Mission Street in San Mateo County); or
6. The project is a bicycle/pedestrian facility that is included in an adopted bicycle/pedestrian plan within San Mateo County and is part of a network that leads to a PDA.

The latest PDA boundary delineation map can be found at:

<http://gis.abag.ca.gov/website/PDAShowcase/>

# How is C/CAG going to select projects?

1. A Call for Projects is announced to all eligible applicants.
2. Project sponsors submit project applications to C/CAG.
3. Staff screens the project applications for minimum eligibility requirements and duplicate applications.
4. We forward applications to appropriate scoring committees for project ranking. The C/CAG Bicycle Pedestrian Advisory Committee (BPAC) ranks Bike/Ped projects and the TLC scoring committee ranks TLC projects.



# How is C/CAG going to select projects?



- 5. Ranked TLC projects will be presented to the C/CAG Congestion Management Program Technical Advisory Committee (TAC) and Environmental Quality Committee (CMEQ) for review and recommendation to the C/CAG Board. Bike/Ped projects go directly from BPAC to the C/CAG Board.**
- 6. The C/CAG Board adopts the list of projects.**
- 7. We forward the list of projects to MTC and begin the programming process.**

# How does the 70%/30% affect selected projects?



Example:

Ranked projects:

- 1 Project A (PDA)
- 2 Project B (Not PDA)
- 3 Project C (PDA)
- 4 Project D (Not PDA)

---

- 5 Project E (PDA)
- 6 Project F (Not PDA)
- 7 Project G (PDA)

---

- 8 Project H (PDA)
- 9 Project J (PDA)
- 10 Project K (Not PDA)

Projects are funded according to rank until appropriate fund type is exhausted.

Funds available for Non PDA projects is exhausted



Funds still available for PDA projects.  
So only PDA projects get funded



Funds for PDA projects is exhausted.

The definition of proximate access helps to increase the number of “PDA” projects

# My Project is selected for funding. Now what?



- Once projects have been selected for funding you will need to **program** the projects with MTC.
- We cannot program your project if you don't have the MTC requirements specified on the Local Compliance checklist and screening requirements (mapping, SPOC, Resolutions).

# FMS Entry: Step 1 – Add Your Project to MTC's Programming Spreadsheet

You must fill in a row for every project

METROPOLITAN TRANSPORTATION COMMISSION																																	
OakBayArea Grant and Regional Safe Routes to School Funding																																	
10/1/2012																																	
SAN MATEO COUNTY																																	
Policy Compliance (OBAG Funding Only)																																	
#	Code	Responsible Agency (Insert Jurisdiction Profile)	Responsibility (Insert Jurisdiction Profile)	MTC Program	Project Name	Project Location (Include specific street name if applicable)	Description of Work	TIP ID (For existing projects)	RTP ID	Phase	RTP Program Year	Other Local Funding	Other Regional Funding	Other State Funding	Other Federal Funding	STP - 09AC	CHRP - 09AC	TE - 09AC	Total 09ACs Phase	Total 09ACs Project	Regional SBES Funding	Total 09ACs Sub-SBES Funding	Total Project Cost	Approved by MTC	Compliance Project Approved	High Quality Project	Pre-Approved by MTC	Not Approved by MTC					
SAN MATEO COUNTY																\$15,028,000	\$15,000,000	\$1,350,000		\$20,224,000	\$1,380,000	\$20,424,000											
CMB Planning Support Activities (BIS implementation in future years)																\$2,572,000				\$2,572,000	0%	\$2,572,000	\$2,572,000										
1				Selected						PEI: Selected													Selected	Selected	Selected	Selected	Selected						
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
2				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
3				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
4				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
5				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
6				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
7				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
8				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
9				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						PEI: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						ROW: Selected														Selected	Selected	Selected	Selected	Selected					
				Selected						COM: Selected														Selected	Selected	Selected	Selected	Selected					



# FMS Entry: Step 1 – Add Your Project to MTC’s Programming Spreadsheet

Indicate if you want to use “Toll Credits” here by selecting yes or no.

MTC Program	Project Name	Project Location (include specific street limits if applicable)	Description of Work	TIP ID (for existing projects)	RTP ID	Phase	FTIP Program Year	Other Local Funding	Other Regional Funding	Other State Funding	Other Federal Funding	Toll Credits (Yes / No)	STP - OBAG	CMAQ - OBAG	TE - OBAG	Total OBAG by Phase	Total OBAG by Project	Regional SR2S Funding	Total R/F
<b>SAN MATEO COUNTY</b>																			
<b>CMA Planning Support Baseline (Add augmentation in below lines)</b>																			
SR2S	San Mateo County Safe Routes to School Program	Various	Implement Safe Routes to School projects and activities with the overall goal of encouraging and enabling school children to walk and bicycle to schools	SM-110022		PE: Select One ROW: Select One CON: 2019						Yes	\$2,334,000			\$2,334,000	\$2,334,000	\$2,334,000	\$4,100,000
LSR	Example Project - 2019/20 City/12 Pavement Reconstruction Project	First Avenue (A street - C street); Second Avenue (D Avenue - T Avenue); Third Blvd (G Ave - H Avenue)	Project consists of pavement grinding, base repair, asphalt overlay, thermoplastic traffic striping and pavement markings, new access ramps, curb and gutter repair, grading, drainage improvements, adjusting utilities to grade, and other misc work		2E+05	PE: 2018 ROW: Select One CON: 2019						Yes	\$50,000			\$50,000	\$408,000	\$408,000	\$408,000
Select One						PE: Select One						Select One							

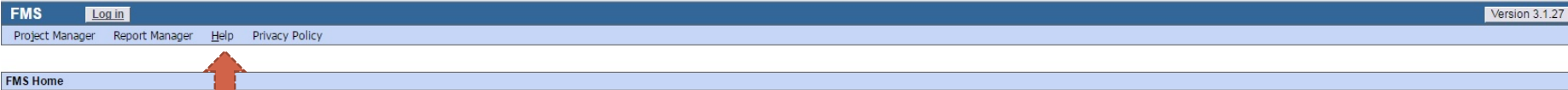
Toll credits allow you to provide your local match for the overall project by fully funding the PE phase with local funds instead of matching each individual phase. This assumes that PE will be at least 11.47% of the full project cost. If you use toll credits you will show local funding for PE and OBAG funding for CON.

# FMS Entry: Step 2 – Getting Started

Log in









**FMS entries are due on August 12, 2017**



All agencies should have someone who can log on. Under Help you can contact MTC to request an account.



**Available Services**

-  **Project Search:** The project search area is set up for use by the general public to query transportation projects managed by MTC.
-  **TIP Project Reports:** Allows users to generate various reports showing project details.
-  **Funding Reports:** Allows users to generate various reports showing funding details.
-  **TIP Reports:** Allows users to generate various reports showing details related to the TIP.
-  **Air Quality Conformity Reports:** Allows users to generate various reports showing Air Quality Conformity related details.
-  **Universal Application:** The Universal Application is an application area set up for transit operators, CMAs and project sponsors to propose new projects or revisions to existing projects to MTC.  
Note that this section requires an authenticated user profile to the FMS Secure Portal. If you do not have an activated user profile, please [create one](#) before proceeding.

After logging in, click on the Universal Application link to get started



FMS requires that web browsers have JavaScript enabled. Furthermore, for data integrity purposes, the back button of your browser has been disabled during the usage of the FMS Application. Please view the [Browser Requirements](#) for details and supported browsers.

<http://fms.mtc.ca.gov/fms/home.ds>

# FMS Entry: Creating a Project



- To begin, click on the “Create New Project” button as shown below

**FMS** Welcome, Jean. [modify profile](#) [log out](#) Version 3.0.7

[Project Manager](#) [Report Manager](#) [Help](#)

### Universal Application Home

The FMS Universal Application is a project application system that allows project sponsors to propose new projects, revise existing projects, split or combine projects, view submitted applications, and resume editing of in-process applications. All applications undergo a project application lifecycle consisting of the following four status stages. For a detail explanation on any of the status stages, click on the appropriate status link below.

**For data integrity purposes, the back button of your browser has been disabled during the usage of the FMS Application.**

- ▶ [Stage 1: In-Process Status](#)
- ▶ [Stage 2: Submitted Status](#)
- ▶ [Stage 3: Proposed Status](#)
- ▶ [Stage 4: Active Status](#)

Please select the appropriate button below to enter the Universal Application:

[Create New Project](#) [Create Revision](#)

[Resume In-Process Application](#) [View Previously Submitted Applications](#)



# FMS Entry: Air Quality Tab

- Under the Air Quality tab, make sure that Step 1 status is completed and says project is exempt.
- Task force will meet and make a determination. Then you will get an email.
- **Save the email as you will need it to obligate these funds later.**

Project Detail		Funding	Contacts	Location	Lineage	Comments	Delivery Milestones	Screening Criteria	Project Documents	<b>Air Quality</b>
TIP ID	SM-110029	Status	ACTIVE	County	San Mateo	Project name	Pacifica FY 2010-2011 Pavement Rehab Program			
FMS ID	4921.00	Version	1	Implementing Agency	Pacifica	Sponsor	Pacifica			
Regional Conformity Last Updated By										
Project Conformity Last Updated By		tbryan@mtc.ca.gov On 07/26/2012								
<b>Regional Conformity</b>										
Air Quality Code	Air Quality Description									
1.10	EXEMPT (40 CFR 93.126) - Pavement resurfacing and/or rehabilitation									
Air Basin					Air District					
San Francisco Bay Area					Bay Area AQMD					
TCM	TCM Number	VOC	NOX	CO	PM10	PM2.5	CO2			
		0.0	0.0	0.0	0.0	0.0	0.0			
<b>Project Conformity</b>										
Overview: The San Francisco Bay Area has been designated as non-attainment for the 24-hour PM2.5 standard. Beginning December 14, 2010, certain projects are required to complete a PM2.5 hot-spot analysis as part of the project-level conformity determination process. Project sponsors must engage in interagency consultation on the PM2.5 hot-spot analysis through MTC's Air Quality Conformity Task Force. The Conformity Task Force will (1) determine if a project meets the definition of a project of air quality concern and if the project requires undergoing a project-level PM2.5 hot-spot analysis, and (2) review the methods, assumptions and analysis of the PM2.5 hot-spot analysis. The EPA and either FHWA or FTA must concur with the recommendations from the Conformity Task Force. Upon completion of the interagency consultation, project sponsors must seek approval from FHWA or FTA on the PM2.5 hot-spot analysis.										
<b>Project Conformity Analysis Summary</b>										
Next Step						Responsible Party				
Project Conformity Analysis has been completed.										
Milestone					Status	Comments				
<b>Step 1 - Project Identification</b>										
Sponsor Input					Completed					
System Determination					Completed	Project exempt from both regional and project level air quality conformity as per 40 CFR 93.126.(Safety - Pavement resurfacing or rehabilitation)				
Task Force Determination					Completed	Project is NOT a POAQC per the exemption code listed above Date of Consultation: 3/07/2011 Date of Action: 3/07/2011				
<b>Step 2 - Interagency Consultation</b>					N/A					
Sponsor Input										
Task Force Determination										
<b>Step 3 - PM 2.5 Hot Spot Analysis</b>					N/A					
Sponsor Input										

# How to Calculate the Minimum Match for a Non-Toll Credit project

**Think about this on your applications!**



11.47% is the minimum Non-Federal match assuming you don't use toll credits and want to provide match for each phase.

1. Federal Aid is reimbursed on a percentage.
2. Each phase that you ask for funds has to have a minimum 11.47% match.
3. The total cost must be more than the ask to claim the full grant.

Example: Say you are asking for \$1,000,000

(minimum total project cost is  $\$1,000,000 / .8853 = \sim \$1,129,560$  round to thousands)

So use  $\sim \$1,130,000$  is the minimum project total but you would need to apply this for each phase and round to thousands....so....

Your table should look like this - Match each phase with minimum 11.47%

	Fed Aid Grant	Local Match	Total
PE	\$ 300,000	\$ 39,000	\$ 339,000
Construction	\$ 675,000	\$ 90,000	\$ 765,000
Construction Support	\$ 25,000	\$ 3,500	\$ 28,500
Total	\$ 1,000,000	\$ 132,500	\$ 1,132,500

Check OK

% match
11.50%
11.76%
12.28%



# How to Calculate the Minimum Match for a Toll Credit project

**Think about this on your applications!**



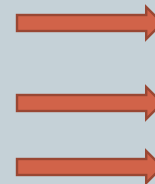
11.47% is the minimum Non-Federal match for a Toll Credit project where you provide match by paying for the PE phase 100% with local funds. Then construction is reimbursed at 100% of expenditures up to grant amount.

Example: Say you are asking for \$1,000,000  
 (minimum total project cost is  $\$1,000,000 / .8853 = \sim \$1,129,560$   
 Round to thousands so use  $\sim \$1,130,000$  is the minimum project total

Your table should look like this - Match each phase with minimum 11.47%

	Fed Aid Grant	Local Match	Total
PE	\$ 0	\$ 130,000	\$ 130,000
Construction	\$ 975,000	\$ 0	\$ 975,000
Construction Support	\$ 25,000	\$ 0	\$ 25,000
Total	\$ 1,000,000	\$ 130,000	\$ 1,130,000

Check OK
% match
Toll Credit
0%
0%



# FMS Entry: Entering Fund Information



- Add a fund line by clicking on the button shown below

**Universal Application**

General Information	Description	Location	<b>Funding</b>	Delivery Milestones	Screening Criteria	Contact Information	Project Documents	Air Quality	Review
TIP ID		Project version number	0	FMS ID	5563.00				
County	San Mateo	Implementing agency		Mode	LOCAL ROAD				
Project name	Sample								

Funding - Step 4 of 7 [Glossary](#) [Application Assistant](#) [Contact Us](#)

**Note:** Non-editable fund lines represent data from the active project and are only displayed for informational purposes. Only the editable fund lines will be added to the project revision. To delete newly added fund lines simply click the link that corresponds to the fund line(s) to be deleted. For historical purposes, existing fund lines cannot be deleted, users can only update a zero amount to the fund line to indicate that the Fund Source is no longer used.

**Note:** At least one funding line should be entered.



# FMS Entry: Entering Fund Information



- Click on the “Funding Tab”, then click on blank space under “Fund Code” to begin inputting required funding information

## Add Fund Monitoring

Save

Cancel

### Project Information

TIP ID	County	Project Name	Sponsor	Implementing Agency	FMS ID	Status	Version	Revision No	Last Update
	San Mateo	Sample	CCAG		5563.00	INPROCESS	0		10/26/2012

Sponsor DUNS No    Implementing Agency DUNS No    County FIPS Code

### Fund Programming Information

*Fund Code	*Phase	Appn Year	*Prog Year	*Prog Amount	Approved Funding	Non TIP
<input type="text"/>	Select One ▾	Select One ▾	Select One ▾	<input type="text"/>	Yes ▾	No ▾

Click here another box will pop up

# FMS Entry: Entering Fund Information



Click here  
for a pop up  
of options

Use the pull down menu to select "CMAQ"

For TLC or BPIP  
Look for something  
like:

CMAQ-T5-  
OBAG2-CO

For LSR Look for  
something like:

STP-T5-OBAG2-  
CO

Please select filter parameters to find available fund code(s):

\*Fund source: CMAQ Authorization: Select One

Cycle (Use with STP/CMAQ/RIP/IIP fund sources only): Select One County (Use with RIP only): Select One

Urbanized Area (Use with FTA fund sources only): Select One

Find Available Fund codes Clear

	Fund Code	Fund Source Code	Authorization	Cycle	Cat 1	Cat 2	Cat 3	Cat 4	Cat 5	County	Urbanized Area
<a href="#">select</a>	CMAQ-T2-FY00-CM	CMAQ	T2	FY00	CM						
<a href="#">select</a>	CMAQ-T2-FY00-CS	CMAQ	T2	FY00	CS						
<a href="#">select</a>	CMAQ-T2-FY00-OTHER	CMAQ	T2	FY00	OTHER						
<a href="#">select</a>	CMAQ-T2-FY00-RAB	CMAQ	T2	FY00	RAB						
<a href="#">select</a>	CMAQ-T2-FY00-RE	CMAQ	T2	FY00	RE						
<a href="#">select</a>	CMAQ-T2-FY00-RT	CMAQ	T2	FY00	RT						
<a href="#">select</a>	CMAQ-T2-FY01-TLC	CMAQ	T2	FY01	TLC						
<a href="#">select</a>	CMAQ-T2-FY02-TLC	CMAQ	T2	FY02	TLC						
<a href="#">select</a>	CMAQ-T2-FY98-TLC	CMAQ	T2	FY98	TLC						
<a href="#">select</a>	CMAQ-T2-FY99-38	CMAQ	T2	FY99	38						
<a href="#">select</a>	CMAQ-T2-FY99-CSCM	CMAQ	T2	FY99	CSCM						
<a href="#">select</a>	CMAQ-T2-FY99-RE	CMAQ	T2	FY99	RE						
<a href="#">select</a>	CMAQ-T2-FY99-TLC	CMAQ	T2	FY99	TLC						
<a href="#">select</a>	CMAQ-T2-SOLANO	CMAQ	T2			SOL					
<a href="#">select</a>	CMAQ-T2-TEA21	CMAQ	T2		TEA21						
<a href="#">select</a>	CMAQ-T3-1-AQ	CMAQ	T3	1	AQ						
<a href="#">select</a>	CMAQ-T3-1-AQ-SOL	CMAQ	T3	1	AQ	SOL					
<a href="#">select</a>	CMAQ-T3-1-AQ-SWAP	CMAQ	T3	1	AQ				SWAP		
<a href="#">select</a>	CMAQ-T3-1-BE	CMAQ	T3	1	BE						

Select  
"STP" for  
LSR  
projects

# FMS Entry: Creating a Project (continued)



- Fill in the remaining information (boxed below), then hit the “Save” button

## Add Fund Monitoring

Save

Cancel

### Project Information

TIP ID	County	Project Name	Sponsor	Implementing Agency	FMS ID	Status	Version	Revision No	Last Update
	San Mateo	Sample	CCAG		5563.00	INPROCESS	0		10/26/2012

Sponsor DUNS No    Implementing Agency DUNS No    County FIPS Code

### Fund Programming Information

*Fund Code	*Phase	Appn Year	*Prog Year	*Prog Amount	Approved Funding	Non TIP
	Select One ▾	Select One ▾	Select One ▾		Yes ▾	No ▾

### Monitoring Information

									Toll Credit	Toll Credit
--	--	--	--	--	--	--	--	--	-------------	-------------

# FMS Entry: Funding Information



- Repeat this process for each line of funds (see example below)

VIEW PROJECT: John Daly Boulevard Bicycle /Ped Improvements

[Project Search](#)
[Project Detail](#)
[Funding](#)
[Air Quality](#)
[Project Documents](#)
[Contacts](#)
[Delivery Milestones](#)
[Location](#)
[Screening Criteria](#)
[Comments](#)
[RTP Information](#)

TIP ID	SM-130011	Status	ACTIVE	County	San Mateo	Project name	John Daly Boulevard Bicycle /Ped Improvements
FMS ID	5731.00	Version	5	Implementing Agency	Daly City	Sponsor	Daly City

Fund Monitoring Last Updated By [acrenshaw@mtc.ca.gov](mailto:acrenshaw@mtc.ca.gov) On 04/22/2016 For Funding with Programmed Amount 1,290,000

	Fund Code	Phase	Appn Year	Program Year	Prog Amount	Fund No	Dist	EANO	PPNO	CTC Allocation Date	CTC Allocation Amount	Prefix	Fed Proj ID	FHWA Authorization Date	FHWA Authorization Amount	FTA Grant No.	FTA Grant Date	FTA Grant Amount	Toll Credit %	Toll Credit Amount	
<a href="#">View</a>	OTHER LOCAL	PE		2014	250,000																
<a href="#">View</a>	CMAQ-T4-2-OBAG	CON	2016	2016	1,290,000		04	0415000028L				CML	5196039	03/02/2016	1,290,000					11.47%	114,700

Total Toll Credit  
114,700

Total Funding by Jurisdiction

Federal	State	Regional	Local	Total Project Cost
1,290,000			250,000	1,540,000

Total Funding by Phase

ENV	PSE	PE	ROW-SUP	ROW	CON-CE	CON	Total Project Cost
		250,000				1,290,000	1,540,000

Note this project used “toll credits” so there is no “other local” match fund line for construction

Note: Not needed here but when obligating the project it is a good idea to put in some “construction support/ construction engineering” in your finance letter. Extra way to claim funds if the project bids come in low.

# FMS Entry: Funding Information

A fund code line is needed for each phase of the project and for each different fund source.

[Project Search](#)
[Project Detail](#)
[Funding](#)
[Air Quality](#)
[Project Documents](#)
[Contacts](#)
[Delivery Milestones](#)
[Location](#)
[Screening Criteria](#)
[Comments](#)
[RTP Information](#)

TIP ID	SM-130012	Status	ACTIVE	County	San Mateo	Project name	San Carlos Streetscape and Ped Improvments
FMS ID	5737.00	Version	4	Implementing Agency	San Carlos	Sponsor	San Carlos

Fund Monitoring Last Updated By [marand@mtc.ca.gov](mailto:marand@mtc.ca.gov) On 03/09/2016 For Funding with Programmed Amount 150,000

	Fund Code	Phase	Open Year	Program Year	Prog Amount	Fund No	Dist	EANO	PPNO	CTC Allocation Date	CTC Allocation Amount	Prefix	Fed Proj ID	FHWA Authorization Date	FHWA Authorization Amount	FTA Grant No.	FTA Grant Date	FTA Grant Amount	Toll Credit %	Toll Credit Amount
<a href="#">View</a>	OTHER LOCAL	PE		2014	16,200															
<a href="#">View</a>	OTHER LOCAL	CON		2015	94,000															
<a href="#">View</a>	OTHER LOCAL	CON		2016	40,000															
<a href="#">View</a>	CMAQ-T4-2-OBAG	CON	2015	2015	725,000		04	0414000257L				CML	5267021	02/11/2015	725,000					
<a href="#">View</a>	CMAQ-T4-2-OBAG	PE	2014	2014	125,000		04	0414000257L				CML	5267021	12/17/2013	125,000					
<a href="#">View</a>	CMAQ-T4-2-OBAG	CON	2016	2016	150,000		04	0414000257L				CML	5267021	02/25/2016	150,000					

Total Toll Credit

Total Funding by Jurisdiction

Federal	State	Regional	Local	Total Project Cost
1,000,000			150,200	1,150,200

Note this project chose not to use “toll credits” so there is an “other local” match fund line for each phase of the project.

Note: Not needed here but when obligating the project it is a good idea to put in some “construction support/ construction engineering” in your finance letter. Extra way to claim funds if the project bids come in low.

# Resolution of Local Support for STP/CMAQ



MTC is the transportation planning, financing and coordinating agency for the nine-county San Francisco Bay Area.

GETTING AROUND WHAT'S HAPPENING TOOLS + RESOURCES OUR WORK ABOUT MTC

HOME / OUR WORK / FUND + INVEST / FEDERAL FUNDING / OBAG 2

## Fund + Invest

- Federal Funding
- OBAG 2**
- OBAG 1
- Previous Federal Funds
- Project Delivery

**Related Documents**

- Resolution of Local Support**  
21.17 KB
- OBAG 2 Complete Streets Requirements  
207.23 KB
- Caltrans HPMS Instructions  
1.16 MB
- Resolution No. 4202  
1.96 MB

DIGITAL LIBRARY

## OBAG 2

On November 18, 2015, MTC adopted the funding and policy framework for the second round of the One Bay Area Grant program.

Known as OBAG 2 for short, the second round of OBAG funding is projected to total roughly \$800 million to fund projects from 2017-18 through 2021-22.

The OBAG 2 program is divided into a Regional Program, managed by MTC, and County Program, managed by the nine Bay Area Congestion Management Agencies (CMAs).

### Regional Program

- \$436 million over 5 years
- Maintains commitments to priority regional transportation programs
  - Transit Priorities Program (Clipper & BART Car Replacement), Active Operational Management, and the Pavement Management Program
- Dedicates funds to regional initiatives to support Plan Bay Area
  - Priority Development Area (PDA) Planning and Implementation, Priority Conservation Area (PCA), Climate Initiatives, and Regional Planning

Go to this page  
and click here  
for the template



<http://mtc.ca.gov/our-work/fund-invest/federal-funding/obag-2>

# When Should I Start My Project?



- **When you are finished with FMS inputs, please notify us. We will review and contact you if there are any deficiencies or if we need more information. We have the submit “button” and can submit to MTC.**
- **Deadline for FMS submittal is August 12, 2017.**
- **TIP is approved by the MTC Commission in late fall winter 2017.**
- **Caltrans will entertain Field Reviews after the TIP is approved unless MTC negotiates an arrangement with Local Assistance.**

# OBAG2 Funds are Federal Funds

## Follow the Federal Aid Process

STATE OF CALIFORNIA  
Department of Transportation  
Division of Local Assistance  
Office of Policy Development & Quality Assurance



# LOCAL ASSISTANCE PROCEDURES MANUAL

Processing Procedures for  
Implementing Federal and/or  
State Funded Local Public  
Transportation Projects



Caltrans Local Assistance

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### Local Assistance Procedures Manual—LAMP

**Important Notice:** The Division of Local Assistance (DLA) Office Bulletins are created to disseminate the most recent policy and procedural changes. The [DLA Office Bulletins](#) supersede specific DLA policy and/or procedural publications, including forms. Please make sure to review the Office Bulletins prior to referencing the LAMP, LAPG and LPPs to see if any of the bulletins affect these publications.

The Local Assistance Procedures Manual (LAMP), originally released in February 1998 and reissued January 2006, describes the various procedures required to process Federal and State funded local transportation projects.

Click here to download the [complete LAMP Manual](#) (PDF file format) or you may download the individual chapters listed below. The "details on/off" function shows or hides the LPPs that impacted that particular Chapter.

Please read our [DISCLAIMER](#).

#### List of Chapters

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# Caltrans Federal Funding Allocation Options



- The federal aid share of eligible project costs must be established at the time the project agreement is executed in one of the following ways:
  - Pro Rata: Shared or divided according to a ratio
    - ✦ With the agreement stating the Federal share as a specified %
  - Lump Sum: A one-time payment of money
    - ✦ With the agreement stating that Federal funds are limited to a specified dollar amount not the exceed the legal pro rata
- For both methods, the agency is allowed to make cost adjustments to the project funding

# Caltrans Federal Funding Allocation Options



- The only significant difference between pro rata and lump sum occurs at the project completion phase if a cost savings is realized.
  - Pro rata: If your project has cost savings, then the savings is expected to be shared with FHWA
  - Lump sum: If the project realizes cost savings, you will still receive the lump sum amount
- Caltrans recommends the lump sum method for all local agency projects except for Highway Bridge Program projects, as these projects are fully funded throughout all phases of the project.

# FHWA Delivery Requirements



- **11.47% minimum Non Federal cash match**
- **Air Quality Conformity Analysis**
  - FMS Air Quality Tab and confirmation email
- **TIP entry**
- **DBE**
- **Approved Quality Assurance Plan (QAP)**
- **NEPA/CEQA clearance**
- **Right of Way Certification**
- **Stay off inactive lists (Award/Invoice) – 6 months to award and invoice every 6 months.**

# MTC Deadlines from Resolution 3606



- RFA for construction to Caltrans by November 1 in the prior year the funds are programmed.
- Funds must be obligated by FHWA by January 31 or project funds will be de-programmed
- Contract must be advertised within 6 months of obligation and awarded within 6 months of obligation.

# MTC Deadlines from Resolution 3606



## Example Deadline:

- A project is programmed for construction in 2018/19 FY.
- Inputted program year in FMS is 2019.
- Agency must submit their package request for construction obligation by November 1, 2018 to Caltrans Local Assistance.
- January is for package corrections and to address bounce backs from Caltrans and Caltrans HQ.
- Project must be obligated by the Feds by January 31, 2019. MTC released obligation authority to other projects in February 1, 2019.

# Common mistakes to avoid for OBAG2



- Jurisdictions do not properly anticipate environmental issues and start too late. If you touch any native soil (dirt), anticipate environmental issues. If you are near any source of water, anticipate issues.
- Time to clear cultural resources are always under estimated. Anything with foundations will affect your project and may need extra consultant prepared reports.
- Jurisdictions do not anticipate right of way issues and start too late. Know where your right of way borders are and who you need encroachment permits or rights of entry from. PG&E will delay you.
- Jurisdictions do not anticipate required permits (e.g. coastal commission, BCDC, Regional Water Quality, 4F, Army Corps)
- Start early with encroachment permits from Caltrans these can take years to clear.
- **Jurisdictions tend to start too late. Fill out the field review form and PES form, then schedule Field Reviews as soon as possible to identify issues early.**

# The Obligation Process Takes Time



Hypothetical project programmed in 2017/18 FY (2018 in FMS)



- City submits advertise ready request for authorization package to Caltrans Local Assistance (Marco Militante) by November 1, 2017 deadline as required.



- District Local Assistance reviews the package.
- Sends ROW certs for ROW office approval.
- Bounces back to City for corrections.
- Forwards to Caltrans Headquarters for approval by December 1, 2017.



- HQ will review the package and bounces the project back to district for more information.
- Marco gets more information from the City and sends it back to HQ.
- HQ sends the project to FHWA on January 5, 2018.



- FHWA reviews and approves the project and approves E-76 on January 15, 2018.
- Project is okay because it makes the MTC January 31 deadline.

**C/CAG will look to redirect fund for projects that do not submit RFAs by November 1 of the delivery year or cannot obligate by January 31.**

# MTC Deadlines from Resolution 3606



- Execute and return the Program Supplement Agreement (PSA) to Caltrans within 60 days of receipt.
- For funds contracted out, a contract must be awarded within 6 months of obligation.
- Once obligated, funds must be invoiced against at least once every 6 months.
- Projects must be closed out (paperwork) within 6 months of final invoice.



# Questions?



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