



**TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 BICYCLE AND
PEDESTRIAN PROGRAM CALL FOR PROJECTS
FISCAL YEAR 2022/23
CAPITAL PROJECT APPLICATION**

I. Project Name and Funding Request

a. Applicant Agency:	
b. Funds Requested:	\$
c. Project Title:	
d. Brief Project Summary:	

e. Are you partnering with another agency? Yes No

If YES, please provide Partnering Agency information and describe the roles of both the lead agency and partners:

f. Partnering Agency Name:

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g. Project Type:

- Capital/Quick Build: Pedestrian and Bicycle Facility
- Capital/Quick Build: Bicycle Facility Only
- Capital/Quick Build: Pedestrian Facility Only

II. Project Screening

a. Is the project sponsor the County of San Mateo, a City in San Mateo County or a Joint Powers Agency operating in San Mateo County? Answer must be “Yes” to continue.
 Yes No

b. Project meets Caltrans Standards: Yes No

Brief description of project elements meeting Caltrans Standards:

- c. Received California Environmental Quality Act (CEQA) approval?
 Yes No Not Applicable

Date of CEQA Approval:

Note: CEQA document must be submitted as an attachment to the application.

- d. City /Town BPAC established as a standing committee or the equivalent that is supportive of the project? Yes No
- e. Does the project adhere to [MTC qualifications](#)? Yes No

III. Project Description

Describe the project elements (Indicate location, length, scope, facility type, size or extent. Please note that the MTC guidelines state that Class 3 bicycle facilities on roadways with speed limits posted 25 MPH or below are ineligible for TDA Article 3 funding.)

IV. State of Readiness

- a. Right-of-Way certification required? Yes No Not Required
- b. Permits/Agreements approved? Yes No N/A

List all required permits and/or agreements. Clearly indicate the date it was approved. Also list the required permit that are still pending, indicate the expected date of approval.

Name of Permit/Agreement:

Date approved/obtained/expected:

c. Describe the degree to which design is complete (PS&E: 0% - 100%, Quick Build: State timeline)

[Empty text box for design completion description]

d. Describe the project’s anticipated schedule including major milestones, and construction start and end dates. Describe any factors that may influence the project schedule in any way (i.e. anticipated conflicts, expedited timeline, etc.).

[Empty text box for project schedule description]

V. Community Support

a. Bicycle and Pedestrian Advisory Committee (BPAC): Applicant agency has a designated BPAC that is a standing committee and has approved the proposed project. (Note: a BPAC is required prior to award of TDA Article 3 funds)

Yes No

If the agency does not have a BPAC, please describe the equivalent committee that has reviewed and approved the proposed project:

[Empty text box for equivalent committee description]

b. Project has been approved by other organized group(s) and relevant partner agencies with demonstrated knowledge of walking and bicycling needs (see instructions):

Yes No

Names of other group(s):

Type of support: (e.g., letters, resolutions)

If you are partnering with another agency, please confirm you have attached a letter of support from the partnering agency.

Yes, it is attached. N/A

- c. Describe the Public Outreach that has been conducted for the project and include relevant attachments:

VI. Meets Program Objectives/Project Needs

- a. Describe the existing site conditions and active transportation need that this project aims to address. Support narrative with photos and photo captions, a video, a vicinity map, and/or a site map.

- b. Describe how the project promotes safety for people walking or cycling. Justify the project by describing what the needs are and how this project will meet those needs. Cite relevant crash history data within the last five years (2015-2019, or more recent if available) from the Statewide Integrated Traffic Records System (SWITRS) or speed data from data analytics platform such as StreetLight Data.

- c. Describe how the project promotes network connectivity (connection to schools, transit, high-use activity centers, parks, etc.). Include the number of schools, transit centers, activity centers, or parks within ½ mile of the proposed project.

- d. Describe how the project advances equity. Cite relevant Equity data including one of the following:

- the project is in an [MTC Equity Priority Community](#)
- the project is in a [CalEnviroscreen](#) 3.0 census tract with a score in the top 25%
- the project is in a census tract with an [Equity Focus Area](#) score of 6 or higher

- e. This project includes pedestrian facilities: Yes No

Describe the pedestrian amenities (if applicable):

- f. Degree to which this project improves conditions for bicycling and/or walking for transportation purposes:

- Primarily Transportation
- Transportation & Recreation
- Primarily Recreation

Estimate the typical distances of walking and/or bicycling trips that will use this facility and, if available, demographic characteristics:

- g. Does the project fall along or in the San Mateo County Comprehensive Bicycle and Pedestrian Plan Countywide Backbone Network or Pedestrian Focus Area?

- Yes No

If yes, please include the Project ID or Pedestrian Focus Area corridor:

- h. Project is consistent with local and/or regional plans (add lines, if necessary)

Type of Plan:	Name and Year of Plan and Page No. (if applicable)
Circulation element of general plan	
2021 San Mateo County Comprehensive Bicycle & Pedestrian Plan	
Other bicycle, pedestrian, or complete streets plan(s):	

VII. Funding and Local Match

- a. Enter total Project cost, totaling funds from all sources here: \$ _____

TDA Funds requested:	\$
Local Cash Match:	\$
Match Percentage:	%

To calculate % Local Cash Match Percentage, use the following equation:

$$\frac{\text{Local Cash Matching Funds}}{\text{Total Project Cost}} = \text{Local Match Percentage}$$

Note: Local Match must be in the form of cash only and cannot include prior funding sources received from other grants. A minimum 10% local cash Match is required. In-kind match is ineligible.

- b. Can the project be partially funded or divided into phases? Yes No
- c. Have you received funding from the TDA Article 3 Grant Program in the past 10 years?
 Yes No
- d. Do you currently have an active TDA Article 3 Grant from a previous funding cycle?
 Yes No

If yes, when do you expect to complete the project? Do you anticipate conflicts with staff capacity to administer the TDA Article 3 FY 2022/23 project in time?

- VIII.** Is there any additional information you would like to include? Do you have a project site video attached to this application?

IX. Single Point of Contact Information

Name and Title: _____

Agency: _____

Telephone: _____

Email: _____

X. Confirmation

Project Engineer Confirmation

“_____ (Name of jurisdiction), hereby attests that the project cost estimate and design specifications are recent and accurate and are shown in the attached detailed cost proposal with information including consultant costs, capital costs, etc.”

X_____

Title: _____

Date: _____

Data Collection Confirmation

“_____ (Name of jurisdiction), agrees to submit data collection information upon project completion, including but not limited to, bike and pedestrian counts, collision data, speed data, and photos.”

X_____

Title: _____

Date: _____

MTC Guideline Confirmation

“_____ (Name of jurisdiction), confirms that the proposed project meets and adheres to MTC guidelines (seen here: [MTC qualifications](#))”

X_____

Title: _____

Date: _____

Project Application Checklist

Attachments		Application Question	Content Description
<input type="checkbox"/>	California Environmental Quality Act (CEQA) Documentation	II(c)	Provide CEQA documents as necessary
<input type="checkbox"/>	Project Location Maps	VI (a)	Provide a vicinity and a site map indicating project location*.
<input type="checkbox"/>	Policy Consistency Documentation	VI (h)	Documentation of the Plans and Policies with which the project is consistent.
<input type="checkbox"/>	Local Cash Match	VII(a)	Documentation or resolutions which detail responsibilities and contributions towards the project
<input type="checkbox"/>	Letters of Support	V (b)	Letters indicating stakeholder support.
<input type="checkbox"/>	Detailed Cost Proposal	X	Project Engineer Confirmation showing a detailed cost proposal

* The maps provided should show the project's relationship to local transit services including Caltrain, BART, SamTrans, or other local operators.