



# TDOT Multimodal Access Grant 2015 Guidelines



**Applications must be received by January 15, 2016 at 4:00 PM (Central)**

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## I. Overview/Summary

Multimodal facilities play an important role in providing transportation choices for people across Tennessee. With half of all trips in the United States three miles or less, good walking, biking, and transit facilities are essential to the continued growth and success of our towns and cities. In 2013, TDOT set aside state funds in the 2013-2015 Three-Year Work Program to create a Multimodal Access Grant. This will support the transportation needs of transit users, pedestrians, and bicyclists through infrastructure projects that address existing gaps along state routes and access at transit hubs. Total project costs for a Multimodal Access project may not exceed \$1 million dollars (\$1,000,000.00). Projects larger than \$1 million dollars should be separated into phases. Applicants may apply for additional grant funding for future phases. Successful applicants may receive up to **95%** in State grant funds. Applicants are responsible for a minimum **5%** local match.

### A. Eligible Projects

A maximum of \$950,000 (state funds) per project is available for scoping and design, acquisition of right-of-way and construction of projects that support multimodal transportation choices and connectivity. Eligible projects include, but are not limited to:

- Pedestrian crossing improvements, including signage, signalization, median pedestrian refuge islands and crosswalks
- Shoulders (a minimum of 4' wide to accommodate bicyclists)
- Sidewalks
- Bicycle lanes (on-road facility delineated with pavement markings and signs)
- Improvements that address requirements of the Americans with Disabilities Act
- Multi-use paths located within the transportation corridor. Multi-use paths (pedestrian plus bicycle traffic) must be a minimum of 10-feet wide.
- Pedestrian-scale lighting (will not rank highly as a standalone project, but eligible as a project component)
- Bus shelters and concrete pads
- Road diets or traffic calming measures that enhance bicycle and/or pedestrian safety
- Separated bicycle facilities
- Park and ride facilities for carpooling or access to transit
- Bus turnouts
- Utility relocation (eligible as a project component)

Projects may be combinations of any of the above facilities and **MUST** meet ADA standards.

In order to qualify for the Multimodal Access Grant, projects **MUST** meet be located:

1. Along a state route  
**OR**
2. Within 1/4 a mile of a state route *and* provide a direct connection to a state route  
**OR**

3. Provide direct access to a transit hub (defined as a municipality's primary or secondary transit facility)

Requests may be for construction of new facilities, reconstruction of existing to meet current design standards, and rehabilitation of existing facilities. Project must be contiguous, meaning the applicant is not applying for two separate projects under one application. **Operating costs, rolling stock and preventative maintenance are NOT considered eligible activities.**

Projects with the following emphasis will be considered favorably:

- Facilities located primarily along a state route that provide safe traveling options for pedestrians, cyclists, and transit-users
- Demonstrate coordination with transit agencies
- Provide last mile connectivity for users of public transportation
- Increase connectivity among a mix of land uses including neighborhoods, schools, jobs, parks and public spaces, retail, etc.

**Projects that do not meet a transportation purpose are not eligible for funding.** Examples of ineligible projects include recreational trails, trailhead facilities, or facilities that do not serve population centers and destinations.

## **B. Eligible Applicants**

Metropolitan Planning Organizations (MPOs) and Rural Planning Organizations (RPOs) are the only entities eligible to submit project requests. They may submit **up to two projects** on behalf of local governments or transit agencies within their jurisdiction. If you are a local government or transit agency wishing to apply, be sure to contact your RPO or MPO Coordinator as they will require applications be turned in prior to the TDOT deadline of January 15<sup>th</sup>. See Attachment A for list of RPOs and MPOs in Tennessee. Please be aware that funding will be competitive and submission of projects does not guarantee those projects will be awarded funding.

A municipality, county government, or transit agency is the only entity eligible to receive funding since successful applicants will be required to sign a grant agreement that commits them to a five percent local match (of total project costs) and ongoing maintenance responsibility for completed projects.

## **C. Funding**

Funding awards will be capped at the amount initially awarded for a specific project. Applicants will be allowed to apply for additional funding in subsequent years of the program.

**Project Match Requirements-** Multimodal Access projects can receive up to 95% in State grant funds. The applicant is responsible for a minimum 5% match. The local match must be a cash match and project sponsors should indicate their ability to contribute at least this much to the project. Other federal or state transportation funds may not be used as match. Funding from the Multimodal Access Program cannot be used to offset the required match for other federal

programs such as Transportation Alternatives or the Surface Transportation Program, but they can be used in combination with other funding to deliver a larger project.

## II. Project Selection

### A. Selection Process

Applicants will submit requests for projects through their respective RPO or MPO. Each RPO/MPO will then select a maximum of two projects that will be submitted to TDOT for consideration of funding. The two applications submitted to TDOT from RPOs/MPOs must not be from the same city. The selection process will be based on the thoroughness and strength of the information provided in the project application and supporting materials, responses to the selection criteria and an assessment of project feasibility.

### B. Selection Criteria

Once applications are received by TDOT, projects will be screened to determine if they meet minimum requirements. Minimum requirements include: a complete project application, provision of all supporting materials, and a TDOT assessment of project feasibility. Projects that meet these minimum requirements will then be evaluated by a Selection Committee according to the Evaluation Criteria listed on pages 4-5. Final project selection will be based on the evaluation criteria as well as TDOT’s interest in building a balanced grouping of projects across the state.

### C. Selection Committee

The Selection Committee will consist of five members from TDOT representing a variety of Divisions. The Selection Committee is charged with reviewing applications and recommends projects to be funded to the Commissioner of Transportation for approval.

### D. Evaluation Criteria

Criteria	Guidance	Points
Does project address location with history of bicycle and/or pedestrian crashes?	Document how this project will improve an unsafe condition and enhance pedestrian or bicyclist safety by noting, as appropriate, police reports, school reports, a road safety audit report, existing conditions, photos, etc. <i>For example, clear documentation of a bicycle or pedestrian safety issue that the project is clearly designed to alleviate would likely produce an award of 30 points. Anecdotal safety concerns without documentation will likely receive 1 or 2 points.</i>	1-30

<p>Will the project contribute to an integrated transportation system linking a variety of activity centers such as transit, residential neighborhoods, low-income housing, medical centers, schools, retail, parks, &amp; employment centers?</p>	<p>Demonstrate how the proposed project will link the community's desired trip origins and destinations. A map showing the connections between the various activity centers/residential areas, etc. is advised. If your City/County has fixed route transit service, be sure to demonstrate how the project will address connectivity between modes of transportation. Cities/Counties without fixed route transit will not be penalized, but should show connectivity between a variety of activity centers.</p> <p><i>For example, if the project fills a gap that provides connectivity to multiple activity centers, 25 points could be awarded. If the facility is more peripheral to the community and links an outlying neighborhood to one other land use, perhaps 1 or 2 points might be assigned.</i></p>	<p>1-25</p>
<p>Is this project identified in State and/or Local Plans? Is there coordination between local governmental agencies in regard to this project?</p>	<p>Examples of plans include but are not limited to: local neighborhood or community plans, comprehensive plans, corridor studies, major thoroughfare plans, MPO plans, TDOT Long Range Plan, TDOT Bicycle and Pedestrian Plan, etc. Applicants are encouraged to include supporting documents (or relevant pages) that show inclusion of the project in state and/or local plans and any coordination efforts between local governmental agencies.</p> <p><i>For example, 10 points might be awarded for this project if identified in multiple places over several years, and there is demonstrated coordination between agencies. Perhaps only 1 point would be awarded if it were not listed in any planning documents.</i></p>	<p>1-10</p>
<p>Is there a likelihood the project will be constructed within 18 months of an executed contract based on readiness demonstrated?</p>	<p>What level of preliminary engineering has been completed? Note any anticipated delays, ex. utility relocations, ROW issues, etc.</p> <p><i>For example, if some level of preliminary engineering has been completed, no ROW purchase is needed, and no delays are foreseen, 25 points could be awarded. No previous preliminary engineering combined with completion obstacles might see 1 or 2 points assigned.</i></p>	<p>1-25</p>
<p>Will the proposed project support economic development? Will it serve economically disadvantaged populations?</p>	<p>Please explain how this project will aid economic development in the community. Please indicate if the proposed project is located within an Economically Distressed County as defined by the Department of Economic and Community Development as listed in <b>Attachment D</b>. <i>For example, a proposed project with a substantial economic impact and located in a county listed as economically distressed could receive 10 points. A project with little expected economic impact that is not located in a county identified at the Commissioner's discretion as exhibiting signs of economic distress might receive 1 or 2 points.</i></p>	<p>1-10</p>

**Maximum Total Points: 100**

### III. Post Award Information

<b>Project Management</b>	All awarded projects will be locally managed and will follow the TDOT Locally Managed Projects Process. A successful grantee may opt to procure a consultant to manage any aspect of the project. However, if TDOT determines that a grantee is not staffed and equipped to properly manage its project, TDOT will assume responsibility for developing and implementing the project.
<b>Grant Agreement</b>	After the award is made, the project sponsor will enter into a Grant Agreement with TDOT. The Grant Agreement identifies the responsibilities of both parties and establishes the required match to be paid by the sponsor agency. By entering into the agreement, the sponsor agrees to follow TDOT requirements and assume responsibility for the long-term maintenance of the project.
<b>Local Project Manager (for locally managed projects only)</b>	Sponsors are required to have a local project manager. Local project managers are responsible for the day-to-day management and administrative duties and advancing the project to completion. Sponsors can contract with a TDOT pre-qualified consultant. The cost of local project management by a consultant is an eligible project cost and should be included in the project budget. TDOT assigns a planner to each project who collaborates with the sponsor throughout the development of the project. TDOT Local Programs' planners will provide the local project manager with technical assistance in such areas as funding eligibility, procurement, right-of-way acquisition and environmental permitting to keep the project moving forward in a timely manner and to ensure that federal and state laws, policies and standards are met.
<b>Environmental Documentation</b>	The project will need to go through a state-level environmental evaluation as outlined in the Tennessee Environmental Procedures Manual in order to be eligible for federal funding if future phases are pursued.
<b>Design Standards</b>	Projects must be in accordance with the American Association of State Highway Transportation Officials (AASHTO), the Manual on Uniform Traffic Control Devices (MUTCD), the Americans with Disabilities Act (ADA), Public Rights of Way Guidelines (PROWAG), TDOT Design Standards, and all applicable state and federal statutes, standards, specifications and guidelines. Please note that pedestrian facilities must provide adequate separation from vehicular traffic, typically accomplished with the installation of a 6-inch non-mountable curb.
<b>Right-of-Way (ROW) Acquisition</b>	Any ROW to be acquired must be done in compliance with the policy set forth under the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

	For more information, refer to Local Government Guidelines for the Management of Federal and State Funded Transportation Projects. For projects within the state highway ROW, municipalities are required to coordinate with TDOT's Regional Excess Land Committee.
<b>Time Frame</b>	Projects developed through the Multimodal Access grant program will vary in the time that it takes to have a completed project. A typical project may take from 12 to 18 months from the time a grant agreement is signed until they go to construction.

**Local Government Guidelines for the Management of Federal and State Funded Transportation Projects-** All projects are developed in accordance with TDOT's *Local Government Guidelines for the Management of Federal and State Funded Transportation Projects*. This guidebook can be found online at <http://www.tdot.state.tn.us/local/default.htm>



## **Attachment B: MPO/TPO Contact Information**

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