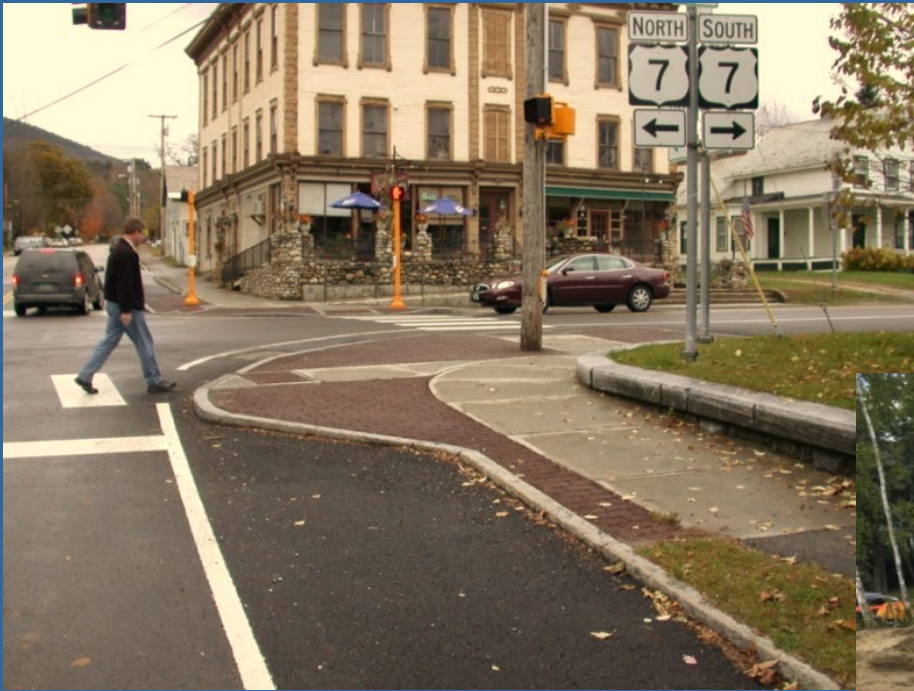


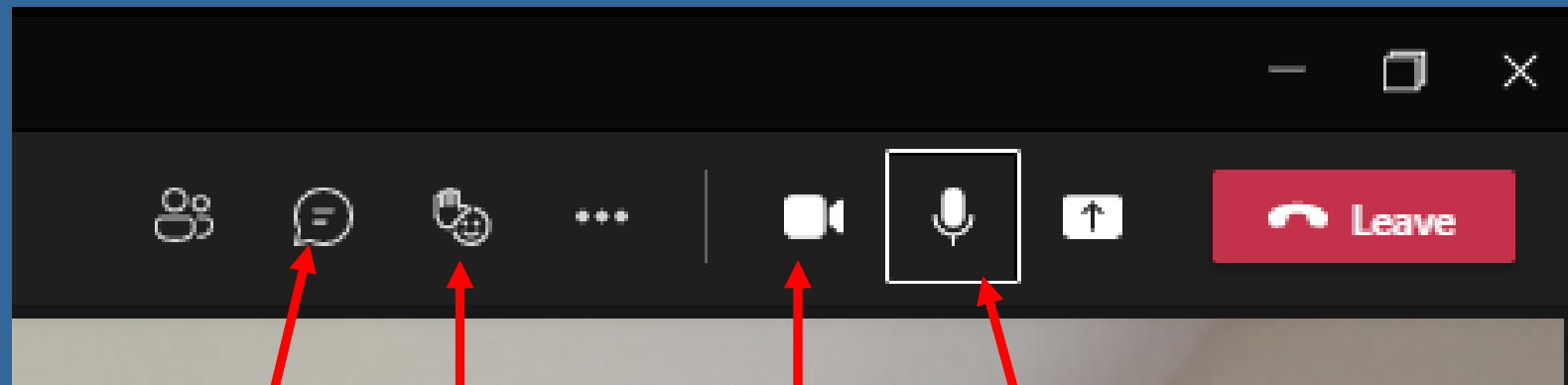
VTrans TA Program Fall 2023

By

Scott Robertson, P.E. (scott.robertson@vermont.gov)



Microsoft Teams use for this meeting



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Raise
Hand

Video
on/off

Mute

Today's Workshop will cover.....

- Introduction
- Federal Aid Essentials Website & VTrans Website
- Eligible Applicants
- Eligible Projects
- Project Development Process Overview
- Typical Project Costs Example
- Project Selection Timeline
- Project Development Timeline
- Some Technical Points
- Questions

- Transportation Alternatives (TA) Set-Aside from the Surface Transportation Block Grant Program (STBG) (23 U.S.C. 133(h)) under the Infrastructure Investment and Jobs Act (Pub. L. 117-58, also known as the “**Bipartisan Infrastructure Law**” (BIL)).
- Approximately \$4.3 million in federal dollars to be awarded.
- 50% of grant program funds, shall be reserved for municipalities for **Environmental Mitigation** projects relating to stormwater and highways, including eligible salt and sand shed projects

Federal-aid Essentials for Local Public Agencies

Federal-aid Simplified.

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Federal-aid Simplified. Understanding the Essentials.

More and more, transportation agencies must pursue better, faster and smarter ways of doing business. Federal-aid Essentials offers a central online library of informational videos and resources, designed specifically for local public agencies. Each video addresses a single topic-condensing the complex regulations and requirements of the Federal-aid Highway Program into easy-to-understand concepts and illustrated examples.

To learn more, view the video to the left.

Continuing the Conversation

The FHWA launched Federal-aid Essentials on August 27, 2012 at the American Public Works Association (APWA) International Public Works Congress and Exposition. In a conversation with APWA host Emilie Barta, FHWA Resource Center Director Bernetta Collins tells us more about this program, Federal-aid Essentials. View the video, [Continuing the Conversation](#).

I want to know more about...

the Federal-aid process

Go!

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Federal-aid Program Overview

Stewardship and Oversight

Federal-aid stewardship and oversight are vital to maintaining public trust of LPA-administered projects

Stewardship and Oversight

0:00 / 8:34

FEDERAL-AID PROGRAM OVERVIEW

Although the videos in this section can be viewed in any sequence, the titles are arranged in a recommended or preferred order for your convenience.

- Stewardship and Oversight**
- Project Delivery:*
A Process from "Cradle to Grave"
- Project Delivery:*
Key Actions in the Cradle to Grave Process
- Funding:*
Funding Basics and Eligibility
- Funding:*
Project Requirements
- Bridge Inspection:*
National Bridge Inspection Standards
- Consultant Services:*
Consultant Services Overview
- Consultant Services:*

[Companion Resource](#) (PDF, 3,418 KB) : Includes the printable script for this video

Web Resources: Includes Web links to related Code of Federal Regulations and other links appropriate to this video module.



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All Federal-aid Essentials Videos

CIVIL RIGHTS

- [Background and Purpose](#)
- [Nondiscrimination Requirements on Construction Contracts](#)
- [Foundations of the ADA/Section 504](#)
- [Disability Protections](#)
- [Transition Plans](#)
- [Self-Evaluation Basics](#)
- [Program Overview](#)
- [Project Contract Administration](#)
- [Prompt Payment and Return of Retainage](#)
- [DBE Contract Goals](#)
- [Evaluating Good Faith Efforts](#)
- [Commercially Useful Function](#)
- [Compliance and Enforcement](#)
- [Nondiscrimination Assurances](#)
- [Implementation Plans](#)

PROJECT DEVELOPMENT

- [Projects and Statewide Planning Requirements](#)
- [Cost-Effectiveness Determinations and Public-Interest Findings](#)
- [Selecting the Method of Construction: Contract or Force Account](#)
- [Project Advertisement, Bid Review, and Request for Concurrence in Award](#)
- [Project Geometric Design Requirements](#)
- [Environmental Requirements](#)
- [Value Engineering Requirements for Federal-aid Projects](#)
- [Bike and Pedestrian Accommodation](#)
- [Pedestrian Accessible Design Requirements](#)

FEDERAL-AID PROGRAM OVERVIEW

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- [Consultant Services Overview](#)
- [Hiring a Consultant Using Competitive Negotiation Procedures](#)
- [Organizational and Consultant Conflicts of Interest](#)
- [Introduction to the Highway Safety Improvement Program **New!**](#)
- [Roadway Safety Fundamentals **New!**](#)
- [SHRP2: Tools for the Road Ahead](#)
- [Moving Ahead for Progress in the 21st Century \(MAP-21\)](#)

FINANCE

- [Introduction to Cost Principles](#)
- [Common Grant Rule](#)
- [Transparency Act Sub Award Reporting](#)
- [Internal Control Regulations and Requirements](#)
- [Introduction to Internal Control](#)
- [Single Audit \(OMB Circular A-133\)](#)
- [Developing an Indirect Cost Allocation Plan](#)
- [Matching or Cost Sharing Requirements](#)
- [Advance Construction](#)

RIGHT-OF-WAY (ROW)

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MUNICIPAL ASSISTANCE - LOCAL PROJECTS

Municipal Assistance (MA) technical staff is assigned to work with, and support, the municipalities in the development of projects while providing oversight and guidance to ensure projects are developed in accordance with applicable design standards and federal and state regulations. Projects can reach into every area of transportation such as: stormwater improvement projects, development of bicycle and pedestrian facilities along with educational outreach, municipal park and ride facilities, bridge improvements, roadway and intersection improvements, and a variety of transportation enhancements. In addition, the Better Roads program offers municipalities the opportunity to work with experienced and qualified staff to improve and enhance local roads through grant opportunities in part to help meet their obligations under the Municipal Roads General Permit. Also included is information on grant awards through the Town Highway Grant Program.

Please take some time to look through the resources provided in the "Shared Documents and Templates" section as well as the "FHWA Federal-Aid Essentials".

- [MA Grant Program Timelines](#)
- [MA Guidebook, Appendix, and Project Bid Documents](#)
- [Bicycle and Pedestrian Program](#)
- [Transportation Alternatives](#)
- [Park-and-Rides](#)
- [Municipal Mitigation:](#)
 - [Better Roads](#)
 - [Municipal Highway and Stormwater Mitigation Program](#)
 - [Grants In Aid Program](#)
- [FHWA Federal-aid Essentials \(training videos and documents\)](#)
- [Shared Documents and Templates](#)

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Bicycle and Pedestrian

Municipal Highway and Stormwater Mitigation Program

Transportation Alternatives

Work Zone Safety and Mobility

Rail

Aviation



TRANSPORTATION ALTERNATIVES PROGRAM

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VTrans Municipal Assistance Bureau

Telephone: (802) 793-2395

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The Transportation Alternatives Program (TAP) provides funding for projects defined as transportation alternatives ([click here for additional FHWA guidance](#)), including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhancing mobility, community improvement activities, and environmental mitigation, trails that serve a transportation purpose, and safe routes to school projects.

Note: In fiscal year 2022 and thereafter, \$1,100,000.00 of Grant Program funds, or such lesser sum if all eligible applications amount to less than \$1,100,000.00, shall be reserved for municipalities for environmental mitigation projects relating to stormwater and highways, including eligible salt and sand shed projects.

SFY 2022 Transportation Alternatives Program - Grant Materials

- [SFY 2022 Transportation Alternatives Program Grant Application Guidebook](#)
- [SFY 2022 Transportation Alternatives Grant Program Application](#) (fillable)
- TAP Virtual Webinar, October 5th, 2021, from 10:00am-11:30am
 - Join webinar: [Click here to join the meeting](#)
 - Or call in (audio only)
 - [+1 802-828-7667](tel:+18028287667), [657386172#](tel:+18028286573) United States, Montpelier
 - Phone Conference ID: 657 386 172#



Municipal Assistance

Welcome to the Municipal Assistance Program SharePoint Site. Here you will find documents and templates available for the development of local projects.

References:

- [MAB General Information](#) - Municipal Assistance Program website.
- [MAB Guidebook and Appendix](#) - Municipal Assistance webpage with links to the Local Projects Guidebook and Appendices.
- [MAB Process](#) - Flowchart diagram of the Project Development process for local projects.
- [FHWA Federal-Aid Essentials Fact Sheet](#) - Includes overview of Federal-aid Essentials Web site, and listing of video titles.
- [FHWA Federal-Aid Essentials](#) - Video library in the Federal Highway Administration (FHWA) website with guidance on the development of locally managed federal-aid projects. Each topic contains the video, a companion PDF and web links to resources.

Federal Aid Projects

Project Definition and Design Phase

(This section also includes documents used for Scoping Projects)

- [Granting and Project Administration](#) - This page contains the Project Commitments Form, Force Account Guidance, Invoices, Project Acceptance Memo, Municipal Consultant Performance Evaluation, etc.
- [Municipal Project Manager Procurement](#) - Examples and Forms used for the MPM selection (RFQ, RFP, SOW, etc)
- [Design and Scoping Consultant Procurement](#) - Examples and Forms used for the Design and Scoping Consultant selection (RFQ, RFP, SOW, etc),
- [Design and Scoping](#) - Kickoff meeting, Plans submittals requirements, Complete Streets Guidance, ADA Guide, Estimating Guides, Plans Submittals Checklist, Design Certification, Traffic Control References, Traffic Management Plan, Scoping Report Checklist, Scoping Project Acceptance Memo, etc.
- [Environmental](#) - Programatic Agreement Categorical Exclusion Letter and Analysis (PACE), Categorical Exclusion Letter and Analysis (CE), NEPA submittal, Natural Resources Review Memo, 4(f) Easement Plans and Tables, etc.
- [Utilities and Permitting](#) - Highway Access Permit (S. 1111), Utility Relocation Agreements, Utility and Railroad Clearance, etc.
- [Final Plans, Specifications and Estimate](#) - Bid documents

Right of Way Phase

- [ROW Process](#) - ROW Guide, ROW Process, and FHWA Real Estate Acquisition Guide
- [ROW Plans](#) - Examples of Plans, ROW Details Sheet, ROW Plans Submittals Checklist, and Title Abstract
- [Appraisals](#) - Appraisal, and Waiver Valuations
- [Acquisitions](#) - Donated Easement Letter, Negotiation Offer Letter, Deed Glossary of Terms, Warranty Deed of Easement, Fee Simple, Description Clauses, Grant of Temporary Rights, and Mortgage Release.
- [Certifications](#) - Attorney Certification Letter, Town Self-Certification Letter

Construction Phase

- [Construction Inspector Procurement](#) - Duties of the RE, Examples and Forms used for the selection of the Construction Inspector (RFQ, RFP, etc.)
- [Construction Inspection](#) - Training materials, Duties of the RE
- [Contractor Procurement](#) - Bid opening, Bid Analysis, Bid Award, Notice to Proceed, Construction Contract, etc.
- [Pre-Construction Meeting](#) - Pre-Construction Package, and Pre-Construction Checklist
- [Civil Rights](#) - Contacts and Notes Form, Certified Payroll, Prompt Pay, Labor Compliance, and Additional Classification and Rate.
- [Contracts and Sub-Contracts](#) - Sub-Contract Instructions and Checkoff Sheet, Sub-Contractor Approval, Labor and Truck Rates, EEO Certification, Certification for Federal-Aid Contracts, DBE Policy, EEO Specifications, Worker's Compensation Coverage, Federal Contract Provisions, Title VI/Non-Discrimination, and Worker Classification Compliance
- [Materials, Testing and Certification](#) - Qualified Laboratories, Materials Records Spreadsheet, Certification Forms, Stockpiled Material Request, etc.
- [Off-Site Activity](#) - Submittal Form, Exemption Form, and FAQs
- [Work Zones, Emergency Contact and 511 Information](#) - Daily Traffic Control Form, Work Zone guidance, Emergency Contact & 511 Form, Roadway Restrictions Form
- [Daily Work Reports](#) - Form
- [Change Orders and Written Orders](#) - Forms, Damages During Construction Guidance
- [Invoices](#) - Form for Requisitions with Materials Acceptance Requirements
- [Final Inspection and Project Acceptance](#) - Release and Waiver of Lien, Certificate of Substantial Completion, Project Acceptance Memo, Municipal Consultant Performance Evaluation

Eligible Applicants

- **Local Governments - City, Town, Village**
- **Regional Transportation Authority**
- **Transit Agency**
- **Natural Resource or Public Land Agency**
- **School District**
- **A Tribal Government**
- **MPO**
- **A Non-Profit Entity**
- **Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails**
- **State (at the request of an eligible entity listed above)**

Eligible Projects

A) Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.

- Sidewalks
- Bicycle and Pedestrian infrastructure
- Pedestrian and bicycle signals
- Traffic calming techniques
- Lighting and other safety-related infrastructure
- Transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.

Eligible Projects (continued)

- B) Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- C) Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- D) Construction of turnouts, overlooks, and viewing areas as described in 23CFR 752.6.



Eligible Projects (continued)

E) Community improvement activities, including:

- (i) Historic preservation and rehabilitation of historic transportation facilities.
- (ii) Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control.
- (iii) Archaeological activities relating to impacts from implementation of a transportation project eligible under this title.

Eligible Projects (continued)

- F) Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation. Potential project ideas may include, but not be limited to:

(i) address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 23 USC 133(b)(11), 328(a), and 329

(ii) reduce *vehicle-caused* wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

TAP Opportunities for Stormwater Mitigation Funding!!

50% of SFY 2023 TAP funding (over \$2 mil.) is reserved for applications addressing Environmental Mitigation efforts relating to stormwater and highways.

Sand/salt shed construction projects are eligible.

Potential project ideas may include, but not be limited to:

Bio-filters

Ditching

Stormwater Planning Studies

Bank Stabilization

Phosphorous control plans

Salt Sheds

Bio-Retention Systems

Culvert replacement / re-sizing

Infiltration Basins

Check Dams

Swirl Separators

Phosphorus Control Studies

Permeable Pavers

Gravel Wetlands

<http://vtrans.vermont.gov/highway/local-projects/transport-alt>

Appendix C: Municipal Assistance Section – Salt Shed Grant Application Guide (Applies to grant applications received after July 1, 2022)

VTrans - Municipal Assistance Section grant opportunities allow for the design and construction of salt and sand sheds as eligible expenses through the following programs: the **Transportation Alternatives Program (TAP)** and the **Municipal Highway and Stormwater Mitigation Program (MHSMP)**. Salt shed funding is allowed through these programs to mitigate water contamination in association with the Vermont Clean Water Act (Act 64). All projects must be developed in accordance with applicable federal and state regulations.

The purpose of this funding is to effectively cover salt and sand piles to **prevent water pollution**. This funding is eligible for a **reasonably sized sand/salt shed** and allows for the storage of necessary loading equipment. Additional equipment storage, general maintenance of existing salt sheds, or **any other amenities are not eligible**. Salt and sand sheds that have exceeded their expected useful life is not considered maintenance and may be eligible to apply for this funding.

Continued...

The maximum amount of funding per project through the VTrans Municipal Assistance Section (i.e., the sum total of MM and TAP grants) is **capped at \$500,000** of federal funding which will require **\$125,000** of local match funding, for a total grant amount of **\$625,000 (i.e., 80% federal or state / 20% local funding split)**. Any additional expenses per project cannot be funded through these programs.

The MHSMP and TAP programs require the following elements to be addressed to successfully receive grant funding:

- A thorough description of how salt contamination is occurring from the existing salt pile conditions to nearby surface and/or ground water (*including the proximity of the closest receiving waters and/or other sensitive resources, such as wetlands*).
- Evidence of salt and sand shed size necessity and annual salt & sand usage.
- A thorough cost estimate of the design and construction of the facility meeting federal requirements. o Must include considerations for project design, R.O.W., construction, construction inspection, and project management expenses.

Continued...

- A review of existing permits relative to the improvement, a statement of how the project will comply, and if any new permits will be required.
- A support letter from the governing body of the applicant municipality or organization must include:
 - Acknowledgement of the local match financial requirement.
 - Acknowledgement of responsibility for future maintenance costs.
- A support letter from the Regional Planning Commission (RPC).
- A letter of acknowledgement from the VTrans District Transportation Administrator if the project requires a State Highway Work and Access Permit.

Projects That Are No Longer Eligible

- Historic preservation of something not considered a historic *transportation* facility or structure.
- Operation of historic transportation facilities
- Stand-alone landscaping projects other than for vegetation management nor those considered “beautification”
- Archaeological activities not addressing impacts from a transportation project

Projects That Are No Longer Eligible

- Acquisition of scenic easements and scenic or historic sites
- Visitor and Welcome Centers
- Transportation Museums
- General safety and educational activities

Program Overview

- Can apply for either *Scoping* or *Design & Construction*
- 20% local match required for scoping
- 20% local match required for design/construction
- Maximum award \$600,000 federal dollars
- Award amount is capped
- If *Design/Construction* project does not advance, payback may be required.
- TAP application available at:
 - <https://vtrans.vermont.gov/highway/local-projects/transport-alt>

TAP is a Reimbursement Program

- **NOT** a block grant
- Project sponsor pays contractor
- Project sponsor submits invoice to VTrans
- VTrans reimburses project sponsor federal portion of eligible costs

Program requires...

- Compliance with State and Federal Regulations
- Compliance with Agency and National Design Standards
- Municipal Project Management
- Maintenance of the improvement by sponsor

Project Development Process

Your project will be developed according to a specific development process which includes:

- A public involvement process
- Environmental resource considerations
- Development and selection of a *Preferred Alternative*
- Designing the facility
- Acquiring the necessary property rights
- Procuring and executing construction

Three Phases of a Federal-Aid Project

- PE - Preliminary Engineering
- ROW - Right of Way
- Construction

Preliminary Engineering (PE)

- Designate or procure a Municipal Project Manager (MPM)
- Procure a design consultant
- Identify and clear natural and historical resources. Obtain NEPA document.
- Design the project (including erosion and stormwater control if needed).

Environmental Resources and Permitting

- Documentation of environmental issues is a federal requirement.
 - for most projects like these, it is a Categorical Exclusion (CE)
- Will need Historic resource (above ground) and Archaeological resource (below ground) clearances.
- If wetlands/waterways are involved, the Corps of Engineers may have jurisdiction.
- Erosion Prevention and Sediment Control (during construction) and Stormwater Plans (post-construction) is required.

Right of Way (ROW)

1. All ROW activities and acquisitions must conform with federal requirements (the Uniform Act).
2. Identify construction limits of project to determine property ownership.
3. Establish fair market value for property.
4. Negotiate price for easement, lease or fee acquisition with landowner.
5. Purchase, lease, or obtain by donation.
6. Obtain ROW Certification from VTrans.



Construction:

- Construction projects require open competitive bidding through an Invitation For Bid (IFB) process. Lowest responsive bid by responsible bidder must be accepted.
- Erosion Control and Stormwater Plans Required.
- Materials testing and certifications are required.
- Construction Inspection is Required.



Construction Inspection

- The project sponsor is responsible for the *continuous* inspection of the construction.
- Typically, this is done by a hired construction inspection engineering consultant/firm.
- Be sure that your project budget includes this service.

Typical Project Costs

- Use the latest *VTrans Bike/Ped Facility Unit Cost Report*:
https://vtrans.vermont.gov/sites/aot/files/highway/documents/ltf/VTrans%20Path%20and%20Sidewalk%20Cost_Report_2020.pdf
to cross-check construction a variety of costs.

- Total budget should include the cost of:
 - Engineering (roughly 20% of construction)
 - Project Management (roughly 10% of overall)
 - Right of Way (highly variable)
 - Construction Inspection (10% – 20% of Constr. +/-)
 - Construction

Project Cost Example

Project Activity	Cost
Preliminary Engineering (PE) (Costs associated with planning, engineering/design, survey, permitting, public input and coordination) – Typically between 10% and 30% of the Construction Cost	\$25,000
Right-of-Way (ROW) (Includes cost of appraisal, land acquisition and associated legal fees.)	\$5,000
Construction (Construction costs including a reasonable contingency)	\$250,000
Construction Inspection (Cost to provide oversight during construction – typically 10% to 20% of Construction cost)	\$30,000
Administration (Cost associated with municipal oversight of the project, estimated to be a minimum of 10% of total PE, ROW and Construction phases.)	\$30,000
Other (Please explain)	
Total	\$340,000
Federal Dollars requested in Application (0.8 * \$340,000)	\$272,000
Local Match (0.2 * \$340,000)	\$68,000

Scoping Study Costs

- Scoping studies typically cost between \$40,000 and \$70,000 (total).
- Cost depends on the number of alternatives to be evaluated and/or the extent of the geographic area covered by the study.
- Expected to follow the outline developed by VTrans and to use professional engineers/planners.

Eligible Local Match

- Direct Payment from Sponsor
 - Local ARPA funding allowed
- Donated materials or services (*but must be pre-approved*). Must be found to be necessary for the project.
- The value of donated Right-of-Way

Non-Eligible Local Match

- Cannot be other FHWA funds. Any federal funds from other grant sources are typically not allowed.
- Costs incurred prior to having an executed agreement with the Agency
- Pre-application costs are not eligible

Regional Planning Commission Support

- A letter of support is required from the Regional Planning Commission for each application.
- All projects must conform with the Regional Transportation Plan.

District Transportation Administrator (DTA)

If your project is within or directly adjacent to a State maintained Highway...

- You must document notifying your VTrans District Transportation Administrator about your project and include any comments in your application.

Regional Planning Commission Support

- A letter of support is required from the Regional Planning Commission for each application.
- All projects must conform with the Regional Transportation Plan.

Requirements

- Buy America (steel & iron products)
- Davis Bacon Federal Wage Rates
- Proprietary Products not allowed without Public Interest Finding
- Project must be design and constructed in accordance with all federal/state/local permits and regulations

Work by Municipal Forces

Force Account work by a municipality:

- Where municipal services and labor are used instead of contracting).
- This is meant to be the exception and not the rule. Town must present information to justify and seek approval.
- Required even when town proposes completing a small amount of work to offset their match requirements for the project.

Elements of a Competitive Application

- Strong connection with the transportation system
- Addresses one or more of program eligible categories
- Well-planned – helpful if project has a scoping study completed
- Strong public support
- Realistic, well-developed budget
- Concisely and articulately written

Application Scoring Criteria

- Give a brief description of the project
 - Indicate the primary facility type being applied for
 - 10 points max.
- What is the feasibility of this project?
 - Scoping study applications - not scored on this criterion.
 - Describe the extent of project development completed to date.
 - 10 points max.
- Does this project address a need identified in a local or regional planning document?
 - 5 points max.

TAP programs require the following elements to be addressed to successfully receive grant funding:

- A thorough description of how salt contamination is occurring from the existing salt pile conditions to nearby surface and/or ground water (*including the proximity of the closest receiving waters and/or other sensitive resources, such as wetlands*).
- Evidence of salt and sand shed size necessity and annual salt & sand usage.
- A thorough cost estimate of the design and construction of the facility meeting federal requirements.
 - o Must include considerations for project design, R.O.W., construction, construction inspection, and project management expenses.
- A clear status of the project development at the time of application.
 - Projects applying for additional funding must have a R.O.W certificate from VTrans.

Continued...

- A review of existing permits relative to the improvement, a statement of how the project will comply, and if any new permits will be required.
- A support letter from the governing body of the applicant municipality or organization must include:
 - o Acknowledgement of the local match financial requirement.
- Acknowledgement of responsibility for future maintenance costs.
- A support letter from the Regional Planning Commission (RPC).
- A letter of acknowledgement from the VTrans District Transportation Administrator if the project requires a State Highway Work and Access Permit.

Application Scoring Criteria (continued)

- Does this project benefit a municipality that falls under *The Department of Housing and Community Development - State Designation Programs* (i.e., Downtowns, Village Centers, New Town Centers, Growth Centers, and Neighborhood Development Areas per the link below?

<http://http://accd.vermont.gov/community-development/designation-programs>

- 10 points max

Application Scoring Criteria (continued)

- Provide a project cost estimate (total)
 - Project costs include both federal dollars and local dollars.
 - For scoping studies, use PE and Municipal Project Management lines only on the application form
 - Include supporting information
 - 10 points max.

Category Specific Scoring Criteria

Select the eligibility category below (A, B, C or D) that best fits your project and answer the corresponding questions for that category (choose only one category).

- A. Bicycle and Pedestrian Facilities
- B. Community Improvement Activities
- C. Environmental Mitigation-Stormwater
- D. Environmental Mitigation - Wildlife

A. Bicycle and Pedestrian Facilities

- (i) Will the project contribute to a system of pedestrian and/or bicycle facilities? (10 points max.)
- (ii) Will the project provide access to likely generators of pedestrian and/or bicyclist activity? (10 points max.)
- (iii) Will the project address a known, documented safety concern? (10 points max.)

*10 bonus points will be awarded for projects that are primarily Bicycle or Pedestrian facilities.

B. Community Improvement Activities

- (i) Explain how the project improves the *economic wellbeing of the community* and/or provides a benefit to state tourism? (10 points max.)

- (ii) Describe the anticipated impact to the public; degree of visibility, public exposure and/or public use. (10 points max.)

B. Community Improvement Activities

(iii) Answer only one of the following based on the type of project:

- a) Construction of turnouts, overlooks, and viewing areas as related to scenic or historic sites.

To what extent will the project provide a view of a highly unique and scenic area? (10 points max.)

- b) Preservation or rehabilitation of historic transportation facilities.

Describe the historic significance of the historic transportation facility and the importance of the facility to the State.(10 points max.)

- c) Archeological planning and research related to impacts from a transportation project.

Describe the associated transportation project and benefit of the proposed activities. (10 points max.)

- d) Vegetation management in transportation rights of way to improve roadway safety, prevent against invasive species, and provide erosion control.

Describe the extent of the current problem; impact on the site and surrounding area. (10 points max.)

C. Environmental Mitigation - Stormwater

- (i) Please describe how this application provides environmental mitigation relating to stormwater and highways. (10 points max.)
- (ii) What information or data is provided to substantiate the current stormwater problem and associated environmental impacts? (10 points max.)
- (iii) What substantiating data or information is provided to show that the proposed application is an effective and manageable solution to the problem? (10 points max.)

D. Environmental Mitigation - Wildlife

- (i) Please describe how this application provides environmental mitigation relating to wildlife mortality. (10 points max.)
- (ii) What information or data is provided to substantiate the current wildlife problem and associated environmental impacts? (10 points max.)
- (iii) What substantiating data or information is provided to show that the proposed application is an effective and manageable solution to the problem? (10 points max.)

If your project is funded:

- TAP Funding is competitive. If funded, you will be asked to complete and sign a *Project Commitment Letter* that includes:
 - Acknowledgement that you are responsible for providing the local share of the project funding and commit to doing so.
 - Commitment to move forward with this project and sign the Grant Agreement within one month of receiving the document.

Project Development Timeline Example

- February 2023 – Announcement of grant awards
- March 2023 – Grant agreement executed
- June 2023 – Engineering/MPM Procurement process complete
- March 2024 – Conceptual Plans and NEPA document secured
- September 2024 – Preliminary Plans completed
- June 2025 – Right of Way approved and cleared
- February 2026 – Final plans and bid documents completed
- May 2026 – Project goes out to bid for Construction

Scoping Study Timeline Example

- **February 2023** – Announcement of grant awards
- **March 2023** – Grant agreement executed
- **May 2023** – Consultant Procurement process complete
- **October 2023** – Draft Study/Alternatives Presentation
- **January 2024** – Scoping Study completed



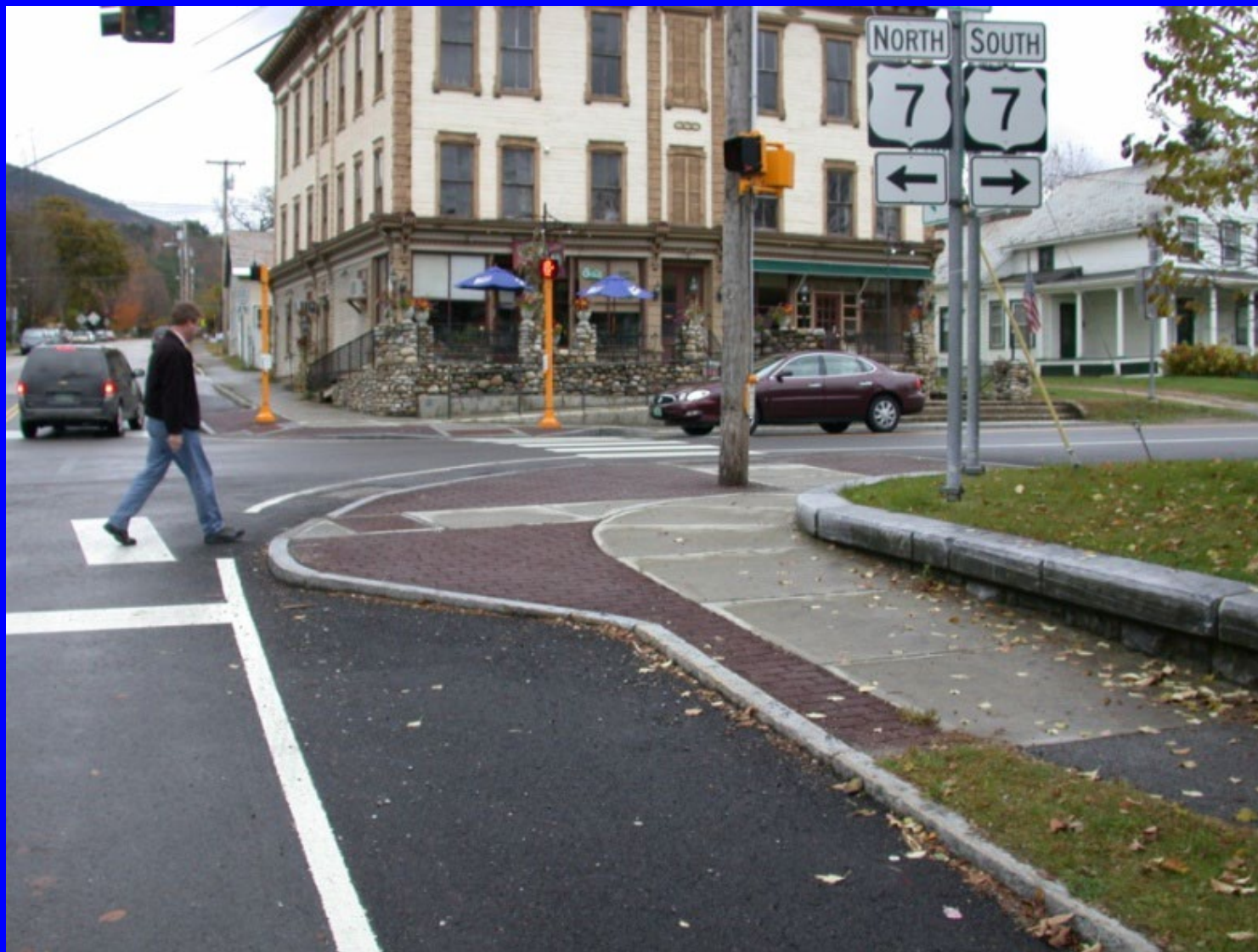
Common Mistakes

- “We always know who to hire!”
- “We’ve got plans; let’s go to construction!”
- “I’m sure we can handle the MPM role internally.”
- “The guy from ANR said “no problem...”
- “We don’t need any Right-of-Way...”
- “Can’t we just rely on our contractor to know what needs to be done?”

Successful Projects

- Hire qualified professionals
- HAVE GOOD AND CONTINUAL COMMUNICATION WITH VTRANS
- Have realistic project cost estimates and schedules when applying
- Have the full support of the town

Technical Points



Stormwater Quality Improvement is the goal



Meet ADA requirements for universal design



Meet Sidewalk Design Requirements

- **5 feet wide is standard, 4-foot minimum**
- **Separate from road**
- **Greenstrips where possible**
- **Curb ramps at intersections**
- **Visible crosswalks**
- **Pedestrian Signals**



Chester, VT



Narrow curbside sidewalks provide no buffer

Provide buffer from travel lanes

Green Strip



- 2 ft. min. – wider preferred
- 5 feet min. to plant trees

Bike Lanes



On-street Parking



Landscaping



Provide safe crossings

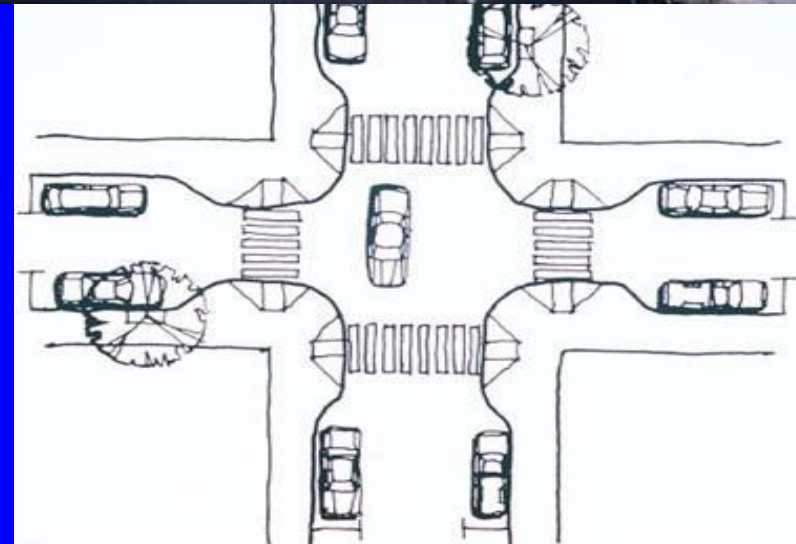
1. Determine where people should/want to cross
2. Minimize crossing distances
3. Use appropriate traffic controls
 - Marked crosswalks
 - Warning signs
 - Stop signs and traffic signals
4. Slow vehicle speeds



Curb extensions at crossings



- Reduce the crossing distance
- Allow better sight lines
- Improve visibility of pedestrians
- Narrower road reduces speed



Cut-through Medians or Islands Work Well

Guidance on use:

- AASHTO Pedestrian Guide –
“crossing islands should be considered where the crossing distance exceeds 60 feet, but can be used at intersections with shorter crossing distances where a need has been recognized.”



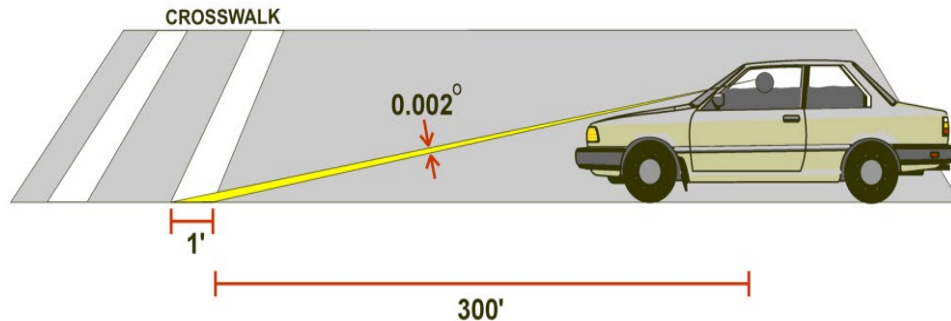
Photo credit: Dan Burden



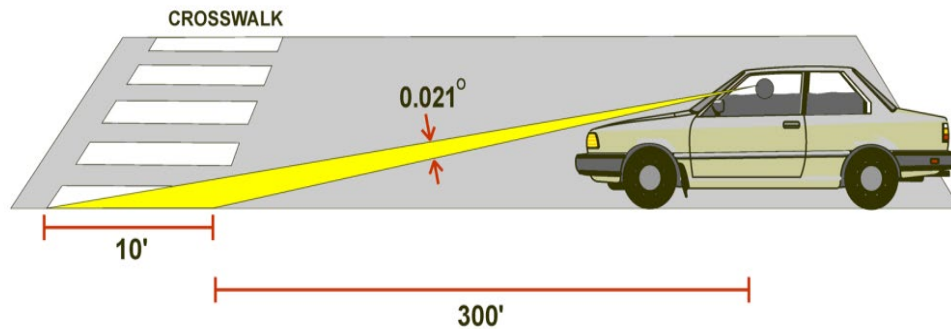
Recommended by Federal Highway as a proven pedestrian safety countermeasure

Install High-Visibility Markings

LATERAL 12" STRIPE



LONGITUDINAL MARKING



Block Style: more visible than two parallel lines

Bicycle Lanes

So. Burlington, VT



Springfield, VT



W. Brattleboro, VT



- Intended for congested areas
- Minimum 4' wide
- Pavement markings and signs

Shared use paths

- Standard width – 10'
- Multiple users
- On independent alignment



So. Burlington, VT



Wilder, VT

- Good when providing a short cut or alternative to high volume road
- Complements the street system
- Complex project development

A photograph of a residential street. In the foreground, a concrete sidewalk leads towards the background. To the left, there are trees and a utility pole. To the right, there are houses with white railings and brick accents. The overall scene is bright and clear.

QUESTIONS???

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