



**VTTrans Transportation Alternatives (TAP)
and
Municipal Highway and Stormwater Mitigation Program Grant (MHSMP)
Combined Application
Example for reference**

Thoroughly read the TAP and MHSMP application guidebooks before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the application process requirements. Please e-mail the completed application to:

Ross.gouin@vermont.gov and Scott.robertson@vermont.gov

[Click here to enter text.](#)

(Project Name/Title)

[Click here to enter text.](#)

(Municipality contact person responsible for the management of this project)

[Click here to enter text.](#)

(Town)

[Click here to enter text.](#)

(Zip Code)

[Click here to enter text.](#)

(Mailing Address)

[Click here to enter text.](#)

(Phone)

[Click here to enter text.](#)

(e-mail address)

\$ [Click here to enter text.](#)

Amount of **Federal Funds requested** (no more than 80% of the project cost estimate).

[Click here to enter text.](#)

Amount of Local Match. Example:
Federal Award = \$600,000 (80% of total)
Local Match = \$150,000 (20% of total)
Total Project Cost = \$750,000 (100% of the tot

County: [Click here to enter text.](#) _____

Town/Village/City: [Click here to enter text.](#) _____

Specific location, street, or road: [Click here to enter text.](#) _____

Regional Planning Commission: [Click here to enter text.](#) _____

If a linear project, what is the length in feet? [Click here to enter text.](#) _____

Is the project on or intersecting to a State maintained highway? Yes No

- *Note: If yes, be sure to include documentation that you have notified the VTTrans District Transportation Administrator of the intent to apply for TA funding and have provided them with a brief (one paragraph) description of the proposed project.*

Project type being applied for: Scoping Design/Construction

The municipality understands that a typical construction project utilizing TAP or MHSMP Program funds will take roughly three years (min.) in the Design and ROW phases prior to going to construction (as pointed out in the TAP and MHSMP Application Guides)? Yes No

Does this project have a previously completed scoping or feasibility study? Yes No

Note:

Attach a map(s) of the project area and clearly show the limits of the project as well as surrounding benefits from the proposed improvement. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos of the area are also recommended.

Fiscal Information:

Accounting System Automated Manual Combination

SAM Unique Identifier # [Click here to enter text.](#)

Fiscal Year End Month [Click here to enter text.](#)

Property Ownership:

If the proposed project is on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights) in accordance with the "Uniform Act", then the municipality is committed to exercising its right of **eminent domain** to acquire the rights to construct the project if necessary. Yes No

Funding:

Does this project already have existing funding? If so, please describe. Yes No

Please note that existing projects will not be considered for additional funding without a current NEPA clearance and ROW clearance. Please provide date of clearances below:

[Click here to enter text.](#)

Will you accept an award less than you applied for? Yes No

- If yes, please indicate whether local funds will be used to make up the shortfall, or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project (please be specific) you would accept partial funding for.

[Click here to enter text.](#)

A support letter from the governing body of the applicant municipality or organization and an acknowledgement and source of the local match and commitment to future maintenance responsibility

for construction projects is required (must be dated within 1 year of the application). Is a letter of support attached?

Yes No

Regional Planning Commission Letter of Support:

In order to apply, the project must have a letter of support from the regional planning commission. Is a letter of support attached?

Yes No

Please note that applications for additional project funding will not be considered if they do not have a current NEPA clearance and Right of Way Clearance.

PLEASE NOTE: If this application is for salt or sand shed funding, the applicant must read and understand the **Municipal Assistance Section Salt Shed Application Guide**. All of the following scoring questions below must thoroughly convey an understanding of the salt and sand guidance provided.

Application Scoring Criteria:

1. Please give a brief description of the project (be sure to indicate the primary facility type being applied for and be concise).

(10 points max.)

[Click here to enter text.](#)

2. What is the feasibility of this project? Feasibility (or Scoping) study applications will not be scored on this criterion. Also, please describe the extent of project development to date.

(10 points max.)

[Click here to enter text.](#)

3. Does this project address a need identified in a local or regional planning document? If so, please describe.

(5 points max.)

[Click here to enter text.](#)

4. Does this project:

A. Benefit a State Designated Center per the link below (i.e., downtowns, villages, or neighborhood growth centers recognized by the Vermont Department of Economic, Housing and Community Development?

Not applicable for Environmental Mitigation Categories (5 points max.)

<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>

[Click here to enter text.](#)

B. Benefit mobility for disadvantaged populations to include elderly, disabled, minorities, and low-income residents. Please describe this impact (if applicable) in detail. Supporting documentation, including recent data must be included.

Not applicable for Environmental Mitigation Categories (10 points max.)

[Click here to enter text.](#)

5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only.

Note: If you are applying for additional funds for an existing project, show the amount being requested for this grant in the PE, ROW, Construction, Construction Engineering, and Municipal Project Management rows below. Also, be clear regarding total project cost and other funding amounts and sources in the additional funding comments box below.

(10 points max.)

Preliminary Engineering (PE)
(Engineering, Surveying, Permitting)

\$ [Click here to enter value](#)

Right-of-way / Acquisition (ROW)
(appraisals, land acquisition and legal fees)

\$ [Click here to enter value](#)

Construction
(construction costs with reasonable contingency)

\$ [Click here to enter value](#)

Construction Engineering
(cost to provide inspection during construction)

\$ [Click here to enter value](#)

Municipal Project Management Costs
(minimum of 10% of total PE, ROW and Construction Phases).

\$ [Click here to enter value](#)

Total Project Cost \$ [Click here to enter value](#)

Addition Funding Comments: (ex. Total and additional funding for existing projects)

[Click here to enter text.](#)

6. 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). 10 bonus points will be awarded to projects that are primarily Bicycle or Pedestrian facilities.

A. Bicycle and Pedestrian Facilities (includes Safe Routes for Non-Drivers and Conversion of abandoned railroad corridors.

(i) Will the project contribute to a system of pedestrian and/or bicycle facilities? **(10 points max.)**

[Click here to enter text.](#)

(ii) Will the project provide access to likely generators of pedestrian and/or bicyclist activity? **(10 points max.)**

[Click here to enter text.](#)

(iii) Will the project address a known, documented safety concern? **(10 points max.)**

[Click here to enter text.](#)

For Reference Only

B. Community Improvement Activities:

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

[Click here to enter text.](#)

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

[Click here to enter text.](#)

- 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?*

- b) **(10 points max.)**

[Click here to enter text.](#)

- c) 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.)**

[Click here to enter text.](#)

- d) 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.)**

[Click here to enter text.](#)

- e) Vegetation management in transportation rights of way to improve roadway safety, prevent invasive species, and provide erosion control. *Describe the extent of the current problem and the impact on the site and surrounding area.* **(10 points max.)**

[Click here to enter text.](#)

**C. Environmental Mitigation Activity Related to Stormwater and Highways
(Including Salt and Sand Sheds)**

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

D. Environmental Mitigation Activity Related to Wildlife

- i. Please describe how this application will reduce vehicle-caused wildlife mortality or will restore and maintain connectivity among terrestrial or aquatic habitats. **(10 points max.)**
[Click here to enter text.](#)
- ii. What information or data is provided to substantiate the current problem and associated environmental impacts? **(10 points max.)**
[Click here to enter text.](#)
- 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.)**
[Click here to enter text.](#)