

**2022  
SOLUTIONS FOR  
CONGESTED CORRIDORS PROGRAM  
DRAFT GUIDELINES**

Adopted August XX, 2022

Resolution G-22-XX



**CALIFORNIA TRANSPORTATION COMMISSION**  
**2022 SOLUTIONS FOR CONGESTED CORRIDORS PROGRAM**  
**GUIDELINES**

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### 1. **Purpose**

The primary objective of the statewide, competitive Solutions for Congested Corridors Program is to fund projects that implement specific transportation performance improvements to reduce congestion in highly traveled and highly congested corridors throughout the state. Funded projects provide more transportation choices while preserving the character of local communities and creating opportunities for neighborhood enhancement. All Solutions for Congested Corridors Program-funded projects are part of a regional transportation plan and a comprehensive corridor plan.

### 2. **Authority and Purpose**

The [Road Repair and Accountability Act of 2017, or Senate Bill \(SB\) 1 \(Beall, Chapter 5, Statutes of 2017\)](#), created the Solutions for Congested Corridors Program and annually appropriates two hundred and fifty million dollars (\$250,000,000) to the Program from the State Highway Account. The California Transportation Commission (Commission) allocates these funds to projects that reduce congestion across the state through transportation, environmental, and community access improvements.

These guidelines describe the policy, standards, criteria, and procedures for the development, adoption, and management of the Solutions for Congested Corridors Program. The Commission may amend these guidelines after first giving notice of the proposed amendments. The Commission will make a reasonable effort to amend the guidelines before a call for projects or may extend the deadline for project nominations submission to comply with the amended guidelines.

These guidelines were developed in consultation with the California Air Resources Board, California Department of Housing and Community Development, California Department of Transportation (Caltrans), Regional Transportation Planning Agencies, advocacy groups, and other transportation stakeholders.

### 3. **Schedule**

<b>MILESTONE</b>	<b>DATE</b>
Draft Guidelines Presented to the Commission	June 29-30, 2022
Guidelines Submitted to the Legislature	July 14, 2022
Guidelines Adoption & Call for Projects	August 17-18, 2022
<b>Project Nominations Due</b>	<b>December 2, 2022</b>
Staff Recommendations Released	June 8, 2023
Program Adoption	June 28-29, 2023

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#### 4. Funding and Program Cycle

Two hundred and fifty million dollars (\$250,000,000) will be available upon appropriation to the Solutions for Congested Corridors Program annually. Any unused balance or savings generated will be added to the available funding in the following cycle. The Commission intends to program two years of funding in the 2022 Program in fiscal years (FY) 2023-24 and 2024-25.

The last year of programming in the 2020 Program (FY 2022-23) will be carried into the 2022 Program.

#### 5. Comprehensive Multimodal Corridor Plans

All projects nominated for the Solutions for Congested Corridors Program must be included in a **comprehensive** multimodal corridor plan. All **comprehensive** multimodal corridor plans are to be prepared ~~in accordance with~~ **by following** the Comprehensive Multimodal Corridor Plan (Corridor Plan) Guidelines adopted by the Commission in December 2018.

~~For the 2020 Program, if the nominating agency has not prepared a Corridor Plan consistent with the Corridor Plan Guidelines, the nominating agency may use the following types of plans:~~

~~Existing Plan—An existing multimodal plan must be consistent with the intent of the Corridor Plan Guidelines, was prepared with a public input process, and utilizes the most recent planning assumptions available, as determined by the agency.~~

~~Plan Update—An update to an existing multimodal plan must be consistent with the intent of the Corridor Plan Guidelines. A plan update is expected to include a public input process and utilize the most recent planning assumptions available.~~

~~Hybrid Plan—An agency may conduct an integrated analysis of existing plans within a corridor (such as mode specific plans along a corridor). This effort must be consistent with the intent of the Corridor Plan Guidelines. A hybrid plan is expected to utilize the most recent planning assumptions available, and demonstrate that the integrated plans, proposed projects, and modal components proposed in the hybrid plan included a public input process.~~

~~New Plan—An agency may use a completely new plan that has been prepared consistent with the intent of the Corridor Plan Guidelines.~~

~~Beginning with the 2022 Program, all projects nominated for the Congested Corridors Program must be included in a comprehensive multimodal corridor plan. The comprehensive multimodal corridor plan must be prepared consistent with the approved Comprehensive Multimodal Corridor Plan Guidelines.~~

## 6. Matching Requirements

Projects funded by the Solutions for Congested Corridors Program do not require a match. While there is no match requirement ~~for this funding source~~, funding leverage is desirable and will be considered in the **project's** evaluation ~~of projects~~ as detailed in Section ~~17~~**16**.3. **Nominated** ~~Consideration will also be given to~~ projects that leverage funding from private, federal, state, local, **and/or** regional sources that are discretionary funds **will also be considered in the project's evaluation.**

## 7. Funding Restrictions

**The Solutions for Congested Corridors Program shall only fund:**

- **The construction phase of a capital project.**
- **Projects that are included in a comprehensive multimodal corridor plan.**
- **Projects that are included in a currently adopted regional transportation plan.**
- **Projects that have completed the environmental process.**
- **Projects' funding plan demonstrates fully committed funds for the project.**
- **Projects that have independent utility, meaning they must have standalone benefits specific to a corridor.**
- **Projects that will be ready to start construction by December 31, 2025.**

**The Solutions for Congested Corridors Program funds shall not:**

- **Be used to supplant other committed funds.**
- **Fund cost increases. The implementing agency must provide evidence of its ability to absorb any cost overruns and deliver the project with no additional funding from the Solutions for Congested Corridors Program.**
  - **For projects jointly nominated by Caltrans and a local agency, the Commission expects the responsibility to pay for cost increases will be negotiated and agreed upon through a funding agreement between both agencies before nomination.**

Projects on the state highway system and/or projects implemented by Caltrans require a Caltrans-approved Project Report. Consistent with Sections 15 and 17, the Commission intends to fund multiple projects throughout the state, with at least one project in a county with a population of 500,000 or less.

## 8. Reimbursement

The Solutions for Congested Corridors Program is a reimbursement program for eligible costs incurred. An agency may begin incurring eligible costs upon allocation. However, reimbursement is dependent upon entering into an agreement with Caltrans.

Costs **that are not eligible for reimbursement include costs** incurred before Commission allocation approval and, for federally funded projects, Federal Highway Administration project approval (i.e., Authorization to Proceed) ~~are not eligible for reimbursement.~~

## 9. Eligible Applicants

**Pursuant to the Streets and Highways Code, Section 2392, the following are eligible to nominate projects for Solutions for Congested Corridors funding:**

- **Caltrans.**
- **A** regional transportation planning agency.
- A county transportation commission.
- An authority responsible for preparing a regional transportation improvement plan under Section 14527 of the Government Code ~~or Caltrans may nominate projects for funding.~~

The Commission encourages regional agencies and Caltrans to work collaboratively to plan, program, implement, operate, and manage transportation facilities as an integrated system ~~with the objective of maximizing to maximize~~ available resources and overall transportation system performance. ~~In an effort to~~ **To** encourage collaboration, priority will be given to those projects that are jointly nominated by multiple eligible ~~applicants~~ **agencies**.

For jointly nominated projects, the implementing agency ~~or agencies~~ assume responsibility **for** and accountability **of** the project ~~as well as~~ **and** the use and expenditure of the Solutions for Congested Corridors Program funds.

The Commission expects collaboration and cooperation between the applicable regional transportation agency and Caltrans for all projects on the state highway system.

## 10. Eligible Projects

The Commission **allocates** ~~intends to~~ **funds to** transformative projects that ~~make specific improvements designed to~~ reduce congestion in highly traveled and highly congested corridors through **transportation, environmental, and community access improvements.**

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The Commission encourages **nominating** projects that align with the state's climate goals, manage congestion through innovative strategies, and ~~encourage~~**include** multimodal solutions.

These improvements may be on the state highway system, local streets and roads, public transit facilities, bicycle, and pedestrian facilities, or required mitigation or restoration or some combination thereof. To the extent beneficial, cost-effective, and practicable, proposed nominations should incorporate complete street elements into projects, including but not limited to elements that improve the quality of bicycle and pedestrian facilities and that improve safety for all users of transportation facilities.

Projects eligible for funding under the program include, but are not limited to, the following:

- Addition of high-occupancy vehicle lanes and managed lanes.
- New or existing transit infrastructure improvements for new or improved service including adding roadway capacity for new or improved transit service, such as bus-only lanes; traffic signal priority for a new or improved bus or light rail service; adding rail capacity or implementing other rail improvements; operational and/or safety improvements that allow for faster transit speeds, more reliable service, or more frequent service; improvements at transit stations that allow for improved safety, operational efficiency, or additional capacity.
- Adding new or improving existing rail infrastructure such as construction of track siding to allow for trains to pass; adding railroad capacity by expanding the number of tracks serving the rail corridor; operational and/or safety improvements that allow for faster train speeds; improvements at rail stations that allow for improved safety, operational efficiency, or additional capacity.
- Transit hubs for multimodal transportation modes including network fare integration and fare modernization systems to increase linked trips.
- Transit hubs or stations and nearby roadways providing accessibility for first mile and last mile connectivity to public transit systems.
- Acquisition of zero-emission buses, and the cleanest available rail cars, locomotives, or other rolling stock.
- Operational improvements such as interchange and ramp modifications, auxiliary lanes for merging or weaving between adjacent interchanges, passing lanes, curve corrections and alignment improvements, truck climbing lanes, signals and/or intersection improvements, two-way left-turn lanes, channelization, turnouts, railroad at-grade crossings improvements or separations, shoulder widening.



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- Closing gaps in the street network including general-purpose mainline lanes on local streets and roads.
- Safety improvements such as wet pavement corrections, curve corrections, shoulder widening, high friction treatment, left turn channelization, safety barriers, new guardrail, end treatments and crash cushions, rumble strips, lighting, glare screen, rock fall mitigation, overcrossing pedestrian fencing, or bikeways and crosswalk safety enhancements.
- Direct mitigation or other regulatory requirements of a transportation project or facility funded under the Solutions for Congested Corridors Program, including restoration or protection of critical habitat and open space.
- Projects that employ advanced and innovative technology, **including but not limited to Intelligent Transportation Systems, digital signage/wayfinding systems, real-time travel information devices, and identified ongoing system/device performance and optimization to support those investments.**~~like Intelligent Transportation Systems.~~
- Projects that include supporting infrastructure for the deployment of current and future technologies, such as zero-emission vehicle charging or fueling stations.
- Transportation Management Systems and Transportation Demand Management.
- Bicycle facilities such as dedicated bicycle lanes, separated bikeways, bicycle parking, and secure storage.
- Pedestrian facilities, including sidewalks, walkways, paths, driveways, crosswalks, median islands, ramps, pedestrian bridges, and tunnels.

Projects that propose to construct a toll transportation facility and are successful in the Solutions for Congested Corridors Program must request approval from the Commission to operate the toll facility ~~in accordance with~~ **by following** the Commission's Toll Facility Application Guidelines within six months of the project being programmed and before allocation.

Highway lane capacity-increasing projects funded by this program are limited to high-occupancy vehicle lanes, managed lanes, and other non-general-purpose lanes designed to improve safety for all modes of travel.

General-purpose lanes on the state highway system are not eligible for funding in the Solutions for Congested Corridors Program. If a project nomination includes general-purpose lanes as part of the overall project, the nominating agency must certify that no funding from the Solutions for Congested Corridors Program will fund the general-purpose lanes. In addition, the benefits and impacts of the eligible and ineligible components must be separated and defined in the application. Further, if the project is

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programmed in the Solutions for Congested Corridors Program, the recipient agency must track and report project benefits for both components, including reporting the net overall project benefits and impacts.

Projects on railroad corridors that do not serve passenger rail are not eligible for funding.

## 11. **Environmental Process**

**A project will only be programmed if, at the time of program adoption, either the project-level environmental process or the final draft of a project-level environmental document is complete in accordance with the California Environmental Quality Act (CEQA).**

**Federalized projects will only be programmed if, at the time of program adoption, either the project-level environmental process or the final draft of a project-level environmental document is complete in accordance with the National Environmental Policy Act (NEPA).**

**Environmental clearance must be achieved within six months of program adoption. Funds will not be allocated to any portion of a project until all modes of the project have completed the environmental process. If these requirements are not met, the project will be deleted from the program.**

## 12. **Delivery Methods**

The Commission supports and encourages innovative delivery methods. If a project is expected to use a delivery method other than design-bid-build, the nomination should identify the delivery method as part of the proposal. If the delivery method is unknown at the time of nomination, it should be reported as soon as it is known.

For a project expected to use a design-build or design-sequencing delivery method, the Commission will program the Solutions for Congested Corridors Program funds in the construction component of the project. The allocation however may be a combined amount to include design, right of way, and construction.

When using the Construction Manager/General Contractor (**also referred to as CMGC**) delivery method, the project will be programmed and allocated in the same manner as design-bid-build. During the environmental or design phase, Construction Manager/General Contractor contract costs are considered environmental and/or design phase expenditures. As the project advances in the design phase, it may be desirable to

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separate the project into packages for efficiencies in the construction delivery. If this is the case, the project may be separated into **separate distinct** delivery contracts and the Commission must be notified as soon as possible. The delivery dates and the scope of work must be consistent with the approved baseline agreement.

### 13. Project Segmenting

Scaling a project into segments because of its size, funding, or delivery schedule may be necessary for certain large corridor projects. When segmenting a project into separate independent segments, the nomination should ~~discuss~~ **address** the total corridor and the reasons for **project** ~~segmentation~~ ~~ing the project~~. ~~The nomination should address how each segment of the corridor project will be delivered and include an estimated timeline for completing the overall project and each segment in the corridor.~~

**A** ~~The project evaluation of the project~~ will be **evaluated** based on the segment proposed for funding. Therefore, the nomination should: ~~clearly~~ identify the benefits (outputs/outcomes) for the segment proposed for funding, provide a full funding plan of the segment, demonstrate the segment's independent utility, **how it will be delivered, and include an estimated timeline of overall project completion and each segment in the corridor.**

Proposed projects (or segments) that complete a corridor as defined in a Corridor Plan will be given priority for funding.

### 14. Multimodal Projects / Modes / Contracts

Project nominations may include multiple modes to be delivered in separate contracts (i.e. roadwork, rail work, bike lanes), referred to as project modes. The **project applicant nomination** must identify the scope of work for each project mode. The benefits (outputs/outcomes) that will be achieved may be described for all project modes combined in the project nomination. If a proposed project mode does not **demonstrate establish** a clear connection or benefit to the corridor, as demonstrated in a corridor plan, the Commission may choose to not fund that individual project mode.

If the scope of a project mode includes multiple independent contracts to achieve the benefits as proposed (e.g., a rail project mode may include tracks, vehicle purchases, station improvements), the **project application-nomination** must identify the scope, funding plan, and schedule for each contract (each contract should have a separate Project Programming Request Form), including any contracts ~~not that do not~~ request Solutions for Congested Corridors Program funds. The nomination should explain the

strategy for project delivery. If ~~subsequent to program adoption,~~ the project is divided into independent contracts **after program adoption**, it ~~should~~**must** be reported to the Commission as soon as possible. A project amendment must be approved by the Commission before allocation.

## 15. Screening Criteria

~~Nominations will receive an initial screening by~~ The Commission **will screen all project nominations** for completeness and eligibility before ~~moving they are moved~~ to the evaluation process.

~~Incomplete or ineligible applications~~ **Project nominations that are deemed incomplete or ineligible may will** not be evaluated.

**Agencies that plan to submit multiple project nominations must clearly prioritize those nominations.**

**Project** nominations will be screened for the following:

- **A completed Project Nomination prepared and submitted in accordance with the 2022 Solutions for Congested Corridors Guidelines and instructions provided in Attachment 1.**
- The project meets the primary objective of the Solutions for Congested Corridors Program as specified in Section 1.
- The project is included in an adopted regional transportation plan.
  - If the project is within the boundaries of a Metropolitan Planning Organization, the adopted regional transportation plan will include a Sustainable Communities Strategy determined by the California State Air Resources Board to achieve the region's greenhouse gas emissions reduction targets.
- The project is included in a comprehensive multimodal corridor plan as specified in Section 5.
- The project demonstrates that any negative environmental/community impacts will be avoided or mitigated.
- The project demonstrates that all other funds for the proposed project (segment) are committed.

## 16. Project Rating Process

All project nominations that meet the screening criteria **specified in Section 15** will be evaluated and selected through a competitive process.

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**Project nominations will be rated using the evaluation criteria specified in Section**

**17.** Each evaluation criteria will be scored as:

- High
- Medium-High
- Medium
- Medium-Low
- Low

The highest-rated nominations will be ~~selected for programmed for~~ funding. **The Commission will prioritize jointly nominated projects; construction-ready projects; projects that advance the state's climate goals; projects that employ innovative and/or multimodal solutions; and projects that leverage funding from private, federal, state, local, and/or regional sources that are discretionary funds.**

The Commission may collaborate with other state agencies to evaluate project nominations: the California Air Resources Board (to review the air quality benefits); the California Department of Housing and Community Development (to review the efficient land-use and housing benefits); and Caltrans (to review the Life-Cycle Benefit-Cost Analysis).

## 17. Evaluation Criteria

**Responses in the project nominations** must document quantitative and qualitative **measures which demonstrate how a project meets each of the congestion and additional evaluation criteria identified below.** ~~Each section must be addressed, including the performance metrics.~~

### 17.1 Primary Congestion Evaluation Criteria

**Project nominations must demonstrate how** ~~The primary evaluation will be based on how well a-the~~ project meets the primary objective of the Solutions for Congested Corridors Program as **identified in Section 1.** ~~of addressing congestion by making specific improvements designed to reduce congestion in highly traveled and highly congested corridors through performance improvements that balance transportation improvements, community impacts, and that provide environmental benefits.~~

- The project shall identify the extent of congestion in the corridor, including the congestion of all modes. The nomination should address current community and environmental impacts with existing condition. ~~The nomination should discuss~~ **Illustrate** how much worse ~~will~~ the problem ~~get~~ **may become** under the no-build

environment. Identify any other **completed or ongoing** improvements ~~have been done~~ in the corridor and the impacts of not completing the corridor. Identify and ~~discuss~~ **address** other issues **present within** the corridor ~~faces~~.

- ~~Discuss~~ **Explain** the proposed solution in the corridor. How will the proposed improvements relieve congestion? Does the project incorporate multiple modes? Will the project **reduce or** minimize vehicle miles traveled while maximizing person throughput in the corridor? **If so, how?** How is the solution balancing transportation, environment, and community? Why is this solution the most beneficial improvement in the corridor? What improvements to other modes were considered and why were they not chosen? For highway and local road projects, will the project induce demand?
  - **Solutions that include the following will be better prioritized for funding: investments in bus and rail transit, active transportation, and highway solutions that improve transit travel times and reliability or generate revenue for VMT reducing projects through employing vehicle demand management strategies.**

## **176.2 ~~Secondary-Additional~~ Evaluation Criteria**

**Project nominations must demonstrate** ~~A project nomination shall include documentation regarding the quantitative and qualitative measures validating~~ the project's consistency with identified co-benefits of the proposed project. **While it is expected that together, the projects funded in the Solutions for Congested Corridors Program will provide diverse benefits in a variety of areas, individual projects may not be able to demonstrate benefits in all of these areas.**

1. **Safety** – The nomination must address safety issues and concerns in the corridor, including actual reported property, injury, and fatality collisions for the last five full years. Demonstrate how the proposed project increases safety for motorized and non-motorized users. Identify and discuss other safety measures the project will address, including health impacts.
2. **Accessibility** – The nomination must address current accessibility issues and concerns in the corridor and how the proposed project will improve accessibility and connectivity to residents and non-residents that travel the corridor or need to travel through the corridor. **The nomination should** demonstrate how the proposed project will provide access to multimodal choices. Will the project close an existing gap in transit and active transportation? How will the project connect to jobs, major

destinations, and residential areas? Identify and discuss other accessibility measures the project will address.

3. **Economic Development and Job Creation and Retention** – The nomination must address how the proposed project will support economic development and access to employment. Does the proposed project improve regional competitiveness? How does the proposed project improve access to economic opportunities and the movement of goods and services in the region? Identify and discuss other economic impacts the project will have.
4. **Air Quality & Greenhouse Gases** – The nomination must address how the proposed project will reduce greenhouse gas emissions and criteria pollutants and advance the State’s air quality and climate goals. What other environmental benefits will the project provide?
5. **Efficient Land Use & Housing** – The nomination must address how the proposed project will support **and advance** transportation efficient land-use **and/or Prohousing** principles.

**For example, describe how the project’s expected benefits are supported by local land-use policies. How will future land development, described and enabled by zoning, permitting, or other local land-use policies, maximize the project’s potential to reduce congestion? Is housing an existing or developing issue for the community in the project area? Why or why not?** How does the project support **residential**, mixed-use, and infill development with multimodal choices?

The applicant may also identify **1) local government jurisdictions that will be served by the proposed project and have obtained a Prohousing Designation, or have applied for a Prohousing Designation, or 2) established/developing local land-use policies in-place (or in-development)-in the project area which support efficient land-use patterns and/or incorporate Prohousing criteria. These can include**, but **are** not limited to:

~~A nondiscretionary (by-right) approval process for multifamily residential and mixed-use development;~~

~~A Specific Plan that allows streamlined plan-level environmental analysis for multifamily residential or mixed-use development;~~

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~~A density bonus ordinance or other procedure whose allowable density increase exceeds the requirements of State Density Bonus Law;  
Ordinance or policy that allows reduced parking requirements for all sites zoned for multi-family residential or mixed-use development;  
Policies such as those identified in the *Land Use Efficiency Supplement* developed in partnership with the California Department of Housing and Community Development available online at: <https://cate.ca.gov/-/media/cte-media/documents/programs/sccp/2020113-final-sccp-land-use-efficiency-supplement-a11y.pdf>; or~~

- **Policies identified in the *Land Use Efficiency & Prohousing Supplement* developed in partnership with the California Department of Housing and Community Development: [\[NEW LINK\]](#)**
  - **Cities or counties that contain proposed projects are encouraged to apply for the California Department of Housing and Community Development's Prohousing Designation Program.**
- Any other policies or programs which may support **residential, mixed-use, and/or** infill development ~~and/or mixed-use development~~ with multimodal choices.

**6. Matching Funds** – The project will be evaluated based on the amount of matching funds and the source of funds. Priority will be given to projects that have committed discretionary federal funds at time of project nomination. The commitment should be in the form of a letter or a public announcement issued by the authorizing federal agency. Emphasis will be placed on projects that leverage funding from private, federal, state, local or regional sources that are discretionary funds to the nominating agency. Matching funds will only be considered in the construction component.

Other than State Transportation Improvement Program funds, matching funds will be limited to those funds not allocated by the Commission on a project basis.

In each contract, the matching funds must be expended concurrently and proportionally to the Program funds, except as noted below. Costs incurred prior to allocation will not be counted towards the match.

The Commission may, at the time of programming or allocation, approve non-proportional spending. Adjustments will be made at project closeout to ensure matching funds were spent proportionally to the Program funds.



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The implementing agency must provide a project funding plan through construction that demonstrates the supplemental funding in the plan (local, federal, state, private sources) is reasonably expected to be available and sufficient to complete the project.

7. **Deliverability** – Priority will be given to projects that have completed the design and rights of way components of the project unless the project is being delivered using Design-Build method. If using this method, the start of construction will be the basis for the evaluation.
8. **Collaboration** – Jointly nominated and jointly funded projects are encouraged. For projects that cross jurisdictions, regions may pool their resources to jointly nominate and fund a project. Similarly, regional agencies may pool their resources to jointly nominate and fund projects with Caltrans.

For projects on the state highway system, evidence must be provided of cooperation between the applicable regional transportation agency and Caltrans.

9. **Cost Effectiveness** – Consideration will be given to those projects that provide the greatest benefit in relationship to the project costs. The Commission will consider measurable benefits using the California Life-Cycle Benefit/Cost Analysis or an alternative proposed by the applicant.

## 18. Programming

The Solutions for Congested Corridors Program will be developed consistent with the annual amount of funds available for the Program. There are no regional guarantees, minimums, or targets for this program. All nominated projects will be evaluated based on the evaluation criteria as specified in Section 17. The Commission will not program more than one-half of the funds available each year to projects nominated exclusively by Caltrans.

## 19. Committed/Uncommitted Funds

The Commission will program funding to the projects in whole thousands of dollars and will include a project only if it is fully funded from a combination of the Solutions for Congested Corridors Program funds and other committed funds and uncommitted funds.

The Commission will regard funds as committed when they are programmed by the Commission or when the agency with discretionary authority over the funds has made

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its commitment to the project by ordinance or resolution. For federal formula funds, including Regional Surface Transportation Program, Congestion Mitigation and Air Quality Improvement Program and federal formula transit funds, the commitment may be by Federal Transportation Improvement Program adoption. For federal discretionary funds, the commitment may be by federal approval of a full funding grant agreement or by grant approval.

Uncommitted funds may only be from the following competitive programs: Trade Corridor Enhancement Program and Local Partnership Program. The agency must indicate its plan for securing a funding commitment, explain the risk of not securing that commitment, and its plan for securing an alternate source of funding should the commitment not be obtained. If a project with uncommitted funds is programmed, all funding commitments must be secured prior to July 1 of the year in which the project is programmed.

Projects programmed by the Commission in the Solutions for Congested Corridors Program will not be given priority in other programs under the Commission's purview.

## **20. Project Amendments**

Project amendments will be considered for the Solutions for Congested Corridors Program as follows:

- Cost Changes – The Solutions for Congested Corridors Program will not participate in cost increases to the project. Any cost increases must be funded from other fund sources. If there is a change in the cost estimate, the Commission should be notified as soon as possible in writing explaining the change and the plan to cover the increase. A revised Project Programming Request form identifying the source of funding must also be included.
- Schedule changes – Schedule changes to a project will not be considered unless a time extension was approved as specified in Section 24. For projects programmed in the last year of the 2018 Solutions for Congested Corridors Program, the agency may request by June 1, 2020 to reprogram the project only once with a justification. The request must include: a cover letter from all the partners that nominated the project; a clear and concise explanation for the request; the extraordinary circumstances that led to the request; consequences if the request is not approved; and an updated Project Programming Request. The Commission may approve the request only if it finds that an unforeseen and extraordinary circumstance beyond the

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control of the responsible agency has occurred that justifies the change at the time the 2020 Program is adopted.

- Scope changes – The Commission may consider minor changes to the scope of the project if there are no impacts to the project benefits or the scope change increases the benefits of the project. If the proposed scope changes are significant, and the project benefits are decreased, the Commission will evaluate the proposed changes and decide whether to continue funding the project or to delete the project from the program.

## 21. Allocations

When an agency is ready to implement a project or project component, the agency will submit an allocation request to Caltrans. The typical time required, after receipt of the request, to complete Caltrans review and Commission allocation is 60 days.

The Commission will consider the allocation of funds for a project when it receives an allocation request with a recommendation from Caltrans. The recommendation will include a determination of project readiness, the availability of appropriated funding, consistency with the executed Baseline Agreement, and the availability of all identified and committed supplementary funding. The Commission will only consider an allocation of construction and/or construction support funds to projects that are ready to advertise.

For projects that are ready to advertise, the Commission expects Caltrans to certify that a project's plans, specifications and estimate are complete, environmental and right-of-way clearances are secured, and all necessary permits and agreements (including railroad construction and maintenance) are executed. Projects not ready for advertisement will not be placed on the Commission's agenda for allocation approval. In compliance with Section 21150 of the Public Resources Code, the Commission will not allocate funds for construction prior to documentation of environmental clearance under the California Environmental Quality Act. As a matter of policy, the Commission will not allocate funds for construction of a federally funded project prior to documentation of environmental clearance under the National Environmental Policy Act.

The Commission will approve the allocation in whole thousands of dollars if the funds are available and the allocation is necessary to implement the project as included in the adopted Solutions for Congested Corridors Program. If there is a cost increase to the project, the implementing agency must submit an updated Project Programming Request that identifies the cost increase and the fund source that will cover the cost

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increase. If a fund source(s) is not identified to cover the cost increase, the project will be deleted from the Solutions for Congested Corridors Program.

When Caltrans is the implementing agency, construction support costs must be allocated separately from construction capital costs.

The agency must not award the contract for a project until the Commission has allocated the funds for the project.

## **22. Letter of No Prejudice**

The Commission will consider approval of a Letter of No Prejudice to advance a project programmed in the Solutions for Congested Corridors Program. Approval of the Letter of No Prejudice will allow the agency to begin work and incur eligible expenses prior to allocation. The Letter of No Prejudice Guidelines were adopted in October 2017 and are available on the Commission's website.

## **23. Timely Use of Funds**

The Solutions for Congested Corridors Program allocations must be requested in the fiscal year of project programming and are valid for award for six months from the date of allocation unless the Commission approves an extension. When programmed funds are not allocated within the fiscal year programmed or within the time allowed by an approved extension, the project will be deleted from the Solutions for Congested Corridors Program.

After award of the contract, the implementing agency has up to 36 months to complete (accept) the contract. At the time of fund allocation, the Commission may extend the deadline for completion of work and the liquidation of funds if necessary, to accommodate the proposed expenditure plan for the project.

The Commission may extend the deadline only once for each delivery deadline only if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. The extension will not exceed the period of delay directly attributed to the extraordinary circumstance.

## **24. Delivery Deadline Extensions**

The Commission may extend a deadline for allocation and award upon the request of the implementing agency. The extension will not exceed 12 months. The extension will only be granted if it is for an extraordinary circumstance beyond the control of the implementing agency.

Upon request of the implementing agency, the Commission may extend the deadline for expenditure and for project completion. The extension cannot exceed more than 20 months for project completion and 12 months for expenditure. The extension will only be granted if it is for an extraordinary circumstance.

All requests for project delivery deadline extensions shall be submitted directly to Caltrans for processing prior to the expiration date. The extension request should describe the specific circumstance that justifies the extension and identify the delay directly attributable to the circumstance. Caltrans will review and prepare a written analysis of the proposed extension request and forward the written analysis and recommendation to the Commission for action.

## **25. Project Cost Savings**

Savings at contract award may be used to expand the scope of the project only if the expanded scope provides additional quantifiable benefits. The expanded scope must be approved by Commission staff prior to contract award. All other contract award savings will be returned proportionally and made available for redistribution in subsequent programming cycles.

Savings at project completion must be returned proportionally except when an agency has, after project programming, committed additional funds to the project to fund a cost increase. In such instances, savings at project completion may be returned to other fund types first, until the proportions match those at programming. Any additional savings must be returned proportionally, through a Commission action, and made available for programming in subsequent programming cycles.

## **26. Project Reporting**

SB 1 places responsibility on the Commission to track the performance of and report to the public how well funding recipients are delivering projects receiving the Solutions for Congested Corridors Program funds. The reporting requirements as outlined in the Commission's Accountability and Transparency Guidelines will be required for all projects programmed in the Congested Corridor Program.

## **27. Project Tracking Database**

Caltrans is responsible for developing, upgrading, and maintaining an electronic database record of the adopted Congestion Corridors Program and Commission actions. The database will include project specific information, including project

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description, location, cost, scope, schedule, progress of the project, and a map. The project information from the database will be accessible through Caltrans' website.

## **28. Project Auditing**

The audit requirements as outlined in the Commission's Accountability and Transparency Guidelines will be required for all projects programmed in the Congested Corridor Program.

## **29. Project Signage**

The implementing agency must, for all projects, include signage stating that the project was made possible by SB 1 – The Road Repair and Accountability Act of 2017. The signage should comply with applicable federal and/or state law, and Caltrans' manual and guidelines, including but not limited to the provisions of the California Manual on Uniform Traffic Control Devices.

## Attachment 1 – Project Nominations

### Submission Requirements

- ~~Each~~ **P**roject nominations **s** must use the lettering convention outlined below.
- Each project nomination ~~should be~~ **is** limited to 35 pages, excluding information requested in appendices.
- Applicants must ~~submit~~ **email one (1) electronic** ~~two (2) hard~~ copy of the nomination package ~~and one (1) electronic copy. Electronic copies should be sent via e-mail to~~ [SCCP@catc.ca.gov](mailto:SCCP@catc.ca.gov).  
~~All nomination materials should be bound, addressed, and delivered to:~~  
~~California Transportation Commission~~  
~~Executive Director~~  
~~1120 N Street, MS 52~~  
~~P.O. Box 942873~~  
~~Sacramento, CA 95814~~
- Project nominations and supporting documentation must be submitted to the Commission by **11:59 PM on Friday, December 2, 2022** ~~June 30, 2020~~.
- Nominations will be treated in accordance with California Public Records Act requirements and information may be publicly disclosed subject to those requirements.

### A. Cover Letter

The cover letter must be addressed to the California Transportation Commission’s Executive Director and identify the nominating agency or agencies. Nominations from regional agencies must include the signature of the Chief Executive Officer or **an** other authorized officer of the agency. Nominations from Caltrans must include the signature of the Director of Transportation or a person authorized by the Director to submit the nomination. Jointly nominated projects must have the duly authorized signatures of both agencies. Where a project is to be implemented by an agency or multiple agencies other than the nominating agency, the nomination must also include the signature(s) of the Chief Executive Officer or other authorized officer(s) of the implementing agency or agencies.

Where the project is to be implemented by an agency other than the nominator, documentation of the agreement between the project nominator and implementing agency must be submitted with the nomination.

### B. Fact Sheet

- A one-page fact sheet describing the project scope, cost schedule, and benefits (outputs/outcomes). The fact sheet will be posted on the Commission’s website and therefore must meet the latest state and federal web accessibility laws.

### **C. General Information**

- Project title, with a brief non-technical description of the project, total project cost, and requested amount. If the project includes multiple project modes, each project mode must be described.
- Project background and a purpose and need statement.
- A concise description of the type of project, scope, and anticipated benefits (outcomes and outputs) proposed for funding.
- A map (or maps) of the project location.
- Project priority (if **the** agency is submitting multiple nominations).
- When proposing a segment of a corridor, the applicant should discuss the entire corridor and why the project is being segmented. The project must demonstrate the segment proposed for funding has independent utility and include a narrative of the plan to complete **the** remaining improvements of the corridor. If proposing the last segment of the corridor, the nomination should discuss the benefits that have been achieved of all the other segments that have been completed and the benefits of completing the corridor. Conversely, the nomination should address the impacts of not completing the last segment. The analysis should be coordinated with other jurisdictions if the corridor crosses multiple jurisdictions.
- Confirmation that any capacity-increasing project or a major street or highway lane realignment project was considered for reversible lanes pursuant to Streets and Highways Code Section 100.15.
- Confirmation that the proposed nomination is consistent with the current approved Regional Transportation Plan and Sustainable Communities Strategies and to the best of the nominating agency’s knowledge, the project(s) proposed for funding is not anticipated to be impacted by the implementation of the Safer Affordable Fuel-Efficient Vehicles Rule.

### **D. Screening Criteria**

- A description of how the project furthers the goals, performance measures, and targets of the region’s Regional Transportation Plan, and, if applicable, the Sustainable Communities Strategy. A link to the approved Regional Transportation Plan / Sustainable Communities Strategy must be included.
- A description of the corridor plan as required in Section 5. A description of how and where the proposed project is included in the corridor plan. An explanation of how the proposed project is consistent with the objectives of the corridor plan. A description of how the corridor plan is consistent with Streets and Highways Code



2391-2394 as explained in Section 9.1 of the 2018 Comprehensive Multimodal Corridor Plan Guidelines. A link to the corridor plan must be included.

- A description of environmental and community impacts as identified in the environmental document. A link to the final environmental document, or the draft environmental document, must be included for all project modes.

### **E. Evaluation Criteria**

A quantitative and qualitative analysis of the proposed project compared to the no-build environment. Each Criteria identified in Section 16 of the guidelines must be addressed. If a criterion is not addressed the project may not be funded in the Congested Corridors Program.

The required performance metrics on Appendix II will support the narrative of the criteria.

### **F. Funding and Deliverability**

- A project cost estimate which includes the amount and source of all funds committed to the project and the basis for concluding that the funding is expected to be available.
- Uncommitted funds may only be from those programs identified in Section 18. If uncommitted funding is proposed, the nomination must address the plan for securing a funding commitment, explain the risk of not securing that commitment, and its plan for securing an alternate source of funding.
- Cost estimates should be escalated to the year of proposed implementation and be approved by the Chief Executive Officer or **another** authorized officer of the implementing agency.
- A description that demonstrates the ability to absorb any cost overruns and deliver the proposed project with no additional funding from this program. For Caltrans implemented projects, Caltrans must demonstrate the plan to secure alternate source(s) to fund potential cost overruns.
- A description of the project delivery plan, including a description of the known risks that could impact the successful implementation of the project and the response plan of the known risks. The risks considered should include, but not be limited to, risks associated with deliverability and engineering issues, and funding commitments.

### **G. Community Impacts**

- A description of how ~~local residents~~ **residents** and community-based organizations were engaged in developing and supporting the project.

- A description of how the final project will address community-identified needs along the corridor with a description and quantification of the benefits the project will provide for disadvantaged communities and low-income areas.
- A description of any negative impacts to a disadvantaged community and low-income community, in terms of displacement or other negative impacts, and any related mitigations.
- Include a map to identify whether or not the project is located in a disadvantaged community or low-income community using the Disadvantage and Low-income Community Maps found at:  
<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>  
A region-specific definition of a disadvantaged community may be used.
- Describe the feedback received during the stakeholder engagement process and describe how the public participation and planning process has improved the project's overall effectiveness at meeting the purpose of the program.
- Describe how stakeholders will continue to be engaged in the implementation of project.

#### **H. Additional Information**

- **Private Infrastructure** – Where **an** investment is proposed to improve private infrastructure, the **project** nomination must ~~include~~ **documentation of** assessment of public and private benefits to ~~show~~ **demonstrate** that the share of public benefit is commensurate with the share of public funding. The investment of public funding must be tied to public benefits as demonstrated through a public/private benefit-cost analysis. The benefit-cost analysis should consider who owns the asset once the project is completed.
- **Rail Infrastructure – Rail investments documentation** should acknowledge and describe how the private railroads, regional agencies, and appropriate state agencies will ~~come to agreement~~ **agree up**on public and private investment levels and resulting benefits.

## Appendix I

### Project Programming Request

Each application must include an **electronic** Project Programming Request (**also referred to as an ePPR**) form. The **electronic** Project Programming Request must list federal, state, local, and private funding categories by project component and fiscal year. If the proposed project includes multiple project modes to be delivered under separate contracts, each project mode must have its own **electronic** Project Programming Request form. The scope, benefits, schedule, and funding plan on the **electronic** Project Programming Request form must be consistent with the information in the application. The template of the **electronic** Project Programming Request form may be found at: <https://dot.ca.gov/programs/transportation-programming/office-of-capital-improvement-programming-ocip>.

## Appendix II - Performance Indicators and Measures

- ~~Please fill in~~ **Complete** the table included in this section with the requested information for the proposed project. This information must be consistent with the information in the **electronic** Project Programming Request form ~~that is submitted with the application~~ under Appendix I.
- Commission staff may contact applicants for additional information.
- **Please** Refer to the **Solutions for Congested Corridors Program Project Performance Metrics Instructions Guidebook** which includes additional information and resources for completing this table: <https://catc.ca.gov/-/media/ctc-media/documents/ctc-workshops/2022/sb-1/performance-measurement-guidebook-final-draft.pdf>.
- Project metrics ~~are expected to~~ **must** be provided for the scope of the project as defined in the application and as projected for the “Build” scenario versus the “No Build” scenario over a 20-year horizon (with no other alternatives consideration required). If a horizon other than 20 years is utilized, it must be specified in the table. Provide current conditions where applicable and explain current conditions as part of project purpose and need.
- These metrics cover estimated project benefits ~~based on what is~~ **as** known at the time of ~~application~~ **project nomination**.
- Project types include: Local Road, Highway, Transit Rail, Transit Bus, and Active Transportation or any combination thereof. Benefits are reported for the project.
- A few tools have been identified in the Congested Corridors Program Project Metrics Instructions (<https://catc.ca.gov/-/media/ctc-media/documents/programs/sccp/01132020-sccp-performance-indicators-and-measures-instructions-a11y.pdf>) including the Regional Travel Demand Model, Sub-Regional or Project-Level Models, as well as the Cal-B/C Tools which use travel model data or engineering estimates as inputs to generate project benefits. Applicants are encouraged to use tools that are industry standard to the extent possible, but when there is a need to use an alternate tool, applicants should explain their choice of model and underlying assumptions.
- For cost-effectiveness, documentation supporting the benefits and cost estimates provided in the application should cite, as appropriate, the project study report, environmental document, Regional Transportation Plan, corridor plans, and other studies that provide quantitative and qualitative measures of the project’s costs and benefits, including both congestion and emission reduction benefits.
- The intent of these metrics is not to require a Regional Travel Demand Model run for every project. It is anticipated that project applicants will utilize existing analyses (i.e. project level modeling conducted for the environmental analysis) and use that information coupled with additional off model tools or other simple calculations to estimate the project benefits for the application process.
- For each measure area please specify the horizon year and describe the methodology, assumptions, and data source(s) used as indicated in the SB 1 Accountability and Transparency Guidelines. Columns for this information have been provided in the table below. **For Cal-B/C data and assumptions, applicants must**

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**provide an electronic copy of the completed Excel workbook as part of the application submittal.**

- Modeled and observed data may be used. Modeled data used must be calibrated per federal standards.

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Existing Average Annual Vehicle Volume on Project Segment						
Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project						
Measure	Metric	Project Type	Build	Future No Build	Change	Increase/Decrease
<b>Congestion Reduction</b>	Change in Daily Vehicle Miles Travelled	All				
	Person Hours of Travel Time Saved					
	(Optional) Change in Daily Vehicle Hours of Delay	Highway				
	(Optional) Percent Change in Non-Single Occupancy Vehicle Travel	Local Road, Highway				
	(Optional) Per Capita and Total Person Hours of Delay per Year					
	(Optional) Other Information	All				
<b>Throughput</b>	(Optional) Peak Period Person Throughput – by applicable mode	All				
	(Optional) Passengers Per Vehicle Service Hour	Transit Rail & Transit Bus				
	(Optional) Other Information	All				
<b>System Reliability</b>	Peak Period Travel Time Reliability Index (“No Build” Number Only)	National & State Highway System Only				
	Level of Transit Delay	Transit Rail & Transit Bus				
	(Optional) Other Information	All				

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Measure	Metric	Project Type	Build	Future No Build	Change	Increase/Decrease
<b>Safety</b>	Number of Fatalities	All				
	Rate of Fatalities per 100 Million VMT					
	Number of Serious Injuries					
	Rate of Serious Injuries per 100 Million VMT					
	(Optional) Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries					
	(Optional) Other Information					
	(Optional) Number or Rate of Property Damage Only Collisions	Local Road, Highway				
	(Optional) Number or Rate of Non-Serious Injury Collisions					
	(Optional) Accident Cost Savings					
<b>Economic Development</b>	Jobs Created	All				
	(Optional) Other Information					
<b>Air Quality &amp; Greenhouse Gases</b>	Particulate Matter (PM 10)	All				
	Particulate Matter (PM 2.5)					
	Carbon Dioxide (CO2)					
	Volatile Organic Compounds (VOC)					
	Sulphur Dioxides (SOx)					
	Carbon Monoxide (CO)					

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Nitrogen Oxides (NOx)						
Measure	Metric	Project Type	Build	Future No Build	Change	Increase/Decrease
<b>Accessibility</b>	(Optional) Number of Jobs Accessible by Mode	All				
	(Optional) Access to Key Destinations by Mode	All				
	(Optional) % of Population Defined as Low Income or Disadvantaged within ½ mile of rail station, ferry terminal, or high-frequency bus stop	Transit Bus & Transit Rail				
	(Optional) Other Information	All				
<b>Cost Effectiveness</b>	Cost-Benefit Ratio	All				
	(Optional) Other Information					



### **Appendix III**

## **State Highway System Project Impact Assessment (Form CTC-0002)**

Applicant must complete ALL fields in Sections I and II. Write N/A if not applicable.

1. Nominating Agency
2. Name of Person submitting the nomination
3. Title
4. Phone
5. Email
6. Project Title - The title must be consistent with the nomination and all project documentation
7. Percentage of project area within State Right of Way:  $(\text{Area within State Right of Way} \div \text{Total project area}) \times 100$
8. Total construction cost of physical project elements within State Right of Way: Provide a separate estimate for the total construction cost (capital and support costs) of the project for only those physical elements and/or portions of elements that are on or within State Right of Way. This includes project elements within State airspace.
9. Indicate the anticipated environmental document that will be required for California Environmental Quality Act and National Environmental Policy Act (ex. Negative Declaration, EIR/ EIS, etc.) Indicate N/A if a National Environmental Policy Act document is not required.
10. Check all that apply.
11. Fully describe the scope of work to be performed within State Highway Right of Way. This includes all new or modifications to any physical assets within State Right of Way.
12. Expected level of Caltrans involvement: Check one based on the amount entered for item 8.