

Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: April 29, 2020

From: MITCH WEISS, Executive Director

Reference Number: 4.4, Action

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Subject: **Amendment to the 2021 Active Transportation Program Schedule, Resolution G-20-55, Amending Resolution G-20-31**

Issue:

Should the California Transportation Commission (Commission) approve the proposed amendment to the schedule for the 2021 Active Transportation Program?

Recommendation:

Staff recommends the Commission approve an amendment to the 2021 Active Transportation Program as proposed in this book item.

Staff engaged with program stakeholders, including Regional Transportation Planning Agencies, Metropolitan Planning Organizations, cities, counties and advocacy groups through phone calls and emails to discuss hardships that Active Transportation Program applicants could face during the COVID-19 State of Emergency. Staff also held a virtual public workshop on April 8, 2020. In the workshop stakeholders were presented with potential schedule revision options to solicit input on what would be recommended to the Commission. Stakeholders expressed the following concerns:

- Many of the small agencies that apply for Active Transportation Program funds are not equipped to work remotely and will not be able to complete their application until they can return to working in their office.
- Active Transportation Program applicants are required to consult with their local health departments when developing their applications. Also, many Active Transportation Program applicants partner with local health departments to include a non-infrastructure component in their proposed project. However local health department staff have been redirected to duties related to the COVID-19

State of Emergency limiting their ability to participate in Active Transportation Program application development.

- Active Transportation Program applicants are required to conduct meaningful and recent stakeholder engagement when developing their applications. However, during the COVID-19 State of Emergency applicants cannot conduct planned stakeholder engagement.

To address these concerns, Commission staff recommends an approximately three-month delay to the all aspects of the 2021 Active Transportation Program including application submittal, evaluation, staff recommendation posting, and program adoption. The one exception to this proposal is for project applications for the Quick-Build Pilot Program. Because of this program’s streamlined application process, staff is recommending only a one-month delay in application submittal.

The proposed schedule amendment to the 2021 Active Transportation Program schedule is outlined below.

Program Milestones	Current Schedule	Amended Schedule (Staff Recommendation)
Project applications deadline (postmark date) – Quick-Build Projects	June 15, 2020	July 15, 2020
Project applications deadline (postmark date) – All Other Project Types	June 15, 2020	Sept. 15, 2020
Staff recommendation for Quick-Build projects posted	Nov. 16, 2020	Sept. 15, 2020
Staff recommendation for statewide and small urban and rural portions of the program posted	Nov. 16, 2020	Feb. 15, 2021
Commission adopts Quick-Build projects	Dec. 2-3, 2020	Dec. 2-3, 2020
Commission adopts statewide and small urban and rural portions of the program	Dec. 2-3, 2020	Mar. 2021*
Projects not programmed distributed to large MPOs based on location	Dec. 2-3, 2020	Mar. 2021*
Deadline for MPO <u>Draft</u> project programming recommendations to the Commission	Jan. 18, 2021	Apr. 15, 2021
Deadline for MPO <u>Final</u> project programming recommendations to the Commission	Apr. 2, 2021	May 14, 2021
Commission adopts MPO selected projects	May 2021*	June 2021*

*Exact dates will coincide with the Commission’s 2021 meeting calendar.

This recommended schedule amendment addresses the impacts of COVID-19 State of Emergency as currently anticipated by providing additional time for agencies to complete applications while still allowing for sufficient application evaluation time. Furthermore, the amended schedule above will ensure the program meets its statutory deadline of adoption no later than July 1 of each odd year.

Background:

On March 19, 2020, Governor Gavin Newsom issued Executive Order N-33-20 placing into effect an order requiring all individuals in the State of California to stay at home or at their place of residence, to protect the health and well-being of all Californians due to the State of Emergency resulting from COVID-19.

The Commission adopted the 2021 Active Transportation Program guidelines on March 25, 2020. After guideline adoption the Commission opened the call for projects with an application due date of June 15, 2020. At the time of guideline adoption, the potential effects of the COVID-19 State of Emergency on applicants' ability to submit an application by June 15, 2020 was not known, but Commission staff committed to reevaluating the program schedule and bringing forward an amended schedule at the May meeting for Commission approval.

Resolution G-20-55 Amending Resolution G-20-31

Be it resolved, that the Commission adopts an amendment to the 2021 Active Transportation Program Schedule, outlined in the Amended Schedule above; and that the amended schedule is only applicable to the 2021 Active Transportation Program.