

2023 Active Transportation Program (Cycle 6)



Central Workshop

January 19, 2022

9:30 am – 12:30 pm

Program Basics



- Program 4 years of funds
 - Fiscal years 2023-24, 2024-25, 2025-26 and 2026-27
- Anticipate similar funding availability as last cycle: \$445,560
 - \$100,000 fiscal years 2023-24 and 2024-25
 - \$122,780 fiscal years 2025-26 and 2026-27

Goals for Today



- Recap January 11 Workshop
- Finalize Previously Discussed Items
- Discuss Administrative Changes
- Discuss Minor Language Changes
- Action items

2023 ATP Central Workshops



Date	Time	Type	Focus
November 9, 2021	9:30 am – 12:30 pm	Kick-Off	Kick-off
November 17, 2021	1:00 pm – 4:00 pm	Central	Guidelines
December 1, 2021	1:00 pm – 4:00 pm	Central	PSR Equivalent
December 15, 2021	9:30 am – 12:30 pm	Central	Guidelines
January 11, 2022	1:00 pm – 4:00 pm	Central	Guidelines
January 19, 2022	9:30 am – 12:30 pm	Central	Guidelines
February 2, 2022	1:00 pm – 4:00 pm	Central	Application
February 8, 2022	1:00 pm – 4:00 pm	Central	Scoring Rubrics
February 23, 2022	9:30 am – 12:30 pm	Central	Wrap Up

2023 ATP Branch Workshops



Requested Locations

Monterey County

Siskiyou County

San Benito County

Nevada County

Santa Cruz County

Sonoma County

Santa Barbara County

Los Angeles County

To schedule a Branch Workshop, please contact Elika Changizi at Elika.Changizi@catc.ca.gov

Final 2023 ATP Schedule



Topic	Dates
Draft ATP Guidelines presented to Commission	January 26-27, 2022
Draft ATP Fund Estimate presented to Commission	January 26-27, 2022
Commission hearing and adoption of ATP Guidelines	March 16-17, 2022
Commission adopts ATP Fund Estimate	March 16-17, 2022
Call for projects	March 16-17, 2022
Scoring rubrics posted on Commission website	March 29, 2022
Large MPOs submit optional guidelines to Commission	May 13, 2022
Project applications deadline	June 15, 2022
Commission approves or rejects MPO Guidelines	June 29-30, 2022

Final 2023 ATP Schedule (cont.)



Topic	Dates
Staff recommendation for Statewide, Small Urban & Rural components and Quick-Build Pilot Program posted	October 21, 2022
Commission adopts Statewide, Small Urban & Rural components and Quick-Build Pilot Program	December 7-8, 2022
Projects not programmed distributed to large MPOs based on location	December 2022
Deadline for MPO draft project programming recommendations to the Commission	February 20, 2023
Deadline for MPO final project programming recommendations to the Commission	April 21, 2023
Recommendations for MPO Component posted	May 12, 2023
Commission adopts MPO selected projects	June 2023



January 11 Workshop Recap

Housing Language



- Final Proposed Guidelines Language
 - Section 20I, Scoring Criteria, Transformative Projects
 - In addition, applicants should address the potential for the project to support existing and planned housing, especially affordable housing, and how the project will advance local transportation and land use goals. Applicants are encouraged to apply for the California Department of Housing and Community Development's (HCD) [Prohousing Designation Program](#) and to describe how local policies align with prohousing criteria. If housing is not an issue for the community, the applicant should explain why it is not a concern.
 - Discussion

Leveraging



- Overview
 - Commission staff is recommending that applicants continue to be scored on leveraging in medium and large applications.
 - Commission staff is not recommending any additional eligible leveraging sources at this time.
- Discussion

Non-Infrastructure (NI) Projects – Set-Aside



- Overview:
 - Commission staff is not recommending an NI set-aside in the 2023 Active Transportation Program.
 - Commission staff proposes removing the prioritization of infrastructure projects in the tiebreaker for projects at the cut-off score, so that non-infrastructure projects are given equal consideration.
- Discussion

Non-Infrastructure (NI) Projects - Enforcement



- Overview:
 - Enforcement activities are still eligible for funding. However, the 2023 ATP Guidelines will de-emphasize enforcement and reframe these activities in the context of education and encouragement.
 - The ATRC will develop additional resources on enforcement activities.
- Discussion

Project Size Thresholds



- The group discussed increasing the thresholds to the following:
 - Small: \$3.5 million or less
 - Medium: Over \$3.5 million up to \$10 million
 - Large: Over \$10 million
- Discussion

MPO Component – Down-scoping



- Section 21, MPO Competitive Selection Process, final proposed language:
 - An MPO may also elect to have a supplemental MPO-specific call for projects. The projects received in this call must be considered along with those not selected for funding in the statewide competitive program. **As part of the supplemental call for projects, MPOs may allow applicants to down-scope or provide a scalability plan for statewide-submitted projects.**
- Purpose of Change:
 - Align Guidelines with current MPO-component processes.
- Discussion

Scope Amendments



- Section 28A, Scope Amendments
 - Add the following to the items included in a scope change request:
 - For projects in which the original ATP scope has been or will be completed through a different project or funding source, the implementing agency must submit an explanation of the overlapping scopes of the projects and/or change in funding source. If the scope change is approved, the agency must continue to report on any items that were in the original ATP scope but were or will be completed through a different project or funding source.
 - Identification of any funding sources used to complete the project that were not included in the project application.
 - Identification of any savings expected due to a reduced or modified scope.
- Discussion



Finalize Previously Discussed Items

Project Cancellation – New Section



- Section 37, Project Cancellation – Proposed Language

If an implementing agency elects to cancel a project, the agency must cease all invoicing and submit a cancellation letter to Caltrans.

Project cancellations in the PA&ED, PS&E, or R/W phases require repayment of the reimbursed ATP funds if the investment does not result in a physical improvement within ten years. Project cancellations directly related to compliance with another federal and/or state law, such as NEPA and CEQA, do not require repayment. If an implementing agency feels repayment is not required on a project canceled in the PA&ED, PS&E or R/W phase, the implementing agency must submit a written request to Caltrans. Caltrans will review the request, obtain FHWA concurrence if the project is federally funded, and forward the request and a written recommendation to the Commission staff for the Commission's consideration.

- Discussion

Project Segmenting – New Section



Section 28C, Project Segmenting – Proposed Language

The Commission will consider project segmenting requests that aim to aid in the overall delivery of the project. When preparing a request to segment a project, agencies should consider the following:

- Each project phase must remain programmed in the fiscal year in which it was originally programmed.
- An agency may only request to segment a project once during the life of a project.
- **Segmenting must be approved prior to the construction allocation. An allocated phase cannot be segmented.**

An agency wishing to segment a project must submit a request to Caltrans that includes the following:

- An explanation of the proposed project segmentation.
- The reason for the proposed project segmentation.
- A map clearly showing each project segment or phase.
- Separate Project Programming Requests (PPRs) for each project segment.

Caltrans will review the proposed project segmenting request and forward the proposal along with Caltrans' written analysis and recommendation to Commission staff for the Commission's consideration.

Scope Amendments



- Section 28A, Scope Amendments
 - Add the following paragraph:
 - Scope changes must be addressed as soon as they are identified and must be approved prior to receiving the construction allocation. The Commission will not consider retroactive scope changes that are requested after a construction allocation or after the project is constructed, except in instances where there are cost savings at contract award, as described in Section 36 of these Guidelines.
 - Discussion

Project Reporting



- Section 38, Project Reporting
 - Add the following language:
 - All implementing agencies must submit regular progress reports, a completion report, and a final delivery report to Caltrans. Implementing agencies should refer to the Local Assistance website for details. **Implementing agencies must submit photographs of the completed project as part of the Completion Report. Photographs of the completed project should be at least 300 dots per inch (DPI). Implementing agencies will also be encouraged to submit photographs of significant project progress and milestones.**
- Discussion



Administrative Changes

Disadvantaged Community Criteria Data Sets



- Current Draft Guidelines use:
 - 2015-2019 American Community Survey for Median Household Income
 - US Census Bureau delayed the release of the 2015-2020 ACS
 - CalEnviroScreen 4.0 (released in October 2021)
 - The most recent Free or Reduced-Price Meals dataset as of the call for projects (2020-21 school year)
 - Looking at impact of COVID and new school lunch program
- We discuss and finalize these during the application and scoring rubric workshops and finalize
- Discussion

Timely Use of Funds



- Section 31, Timely Use of Funds
 - Original text:
 - Projects must commence the right-of-way phase or actual construction within ten years of receiving pre-construction funding through ATP, or the implementing agency must repay the ATP funds. Repaid funds will be made available for redistribution in the subsequent programming cycle.
 - New language:
 - Projects with a right-of-way phase programmed must commence the right-of-way phase within ten years of receiving Project Approval and Environmental Document and/or Plans, Specifications, and Estimates funding through the ATP, and must commence actual construction within ten years of receiving right-of-way funding through ATP. Projects without a right-of-way phase programmed must commence actual construction within ten years of receiving Project Approval and Environmental Document and/or Plans, Specifications, and Estimates funding through ATP. Otherwise, the implementing agency must repay the ATP funds and the repaid funds may be made available for redistribution in the subsequent programming cycle.
- Discussion



Minor Language Changes

Program Purpose & Goals



- Section 2, Program Purpose and Goals
 - In addition to the goals listed in statute, the ATP will also consider state goals and provisions set forth in ~~Executive Order N-19-19~~ including state housing goals **the Climate Action Plan for Transportation Infrastructure (CAPTI)**.
- Purpose of change:
 - Update Guidelines to reflect development of CAPTI.
- Discussion

Funding Source



- Section 4, Funding Source, Proposed Language
 - The Commission expects that the Infrastructure Investment and Jobs Acts could direct additional funding to the Active Transportation Program. This funding would supplement existing Active Transportation Program funds and be distributed and administered in accordance with the 2023 Active Transportation Program Guidelines and any federal and statutory requirements. If this funding becomes available, the 2023 Active Transportation Program Fund Estimate will be amended to reflect new funding levels.
- Purpose of change:
 - Reflect possibility of increased funding from the Infrastructure Investment and Jobs Act in the Guidelines.
- Discussion

Leveraging Funds



- Section 8, Leveraging Funds
 - The Commission will only consider cash funds for leveraging. ~~Pre-construction phases funded by the local agency~~ **Funds expended by the local agency for the Project Approval and Environmental Document (PA&ED), Plans, Specifications, and Estimates (PS&E), and Right-of-Way (R/W) phases** will be considered for leveraging even if the funds were expended before the application deadline.
- Purpose of change:
 - Clarify which pre-construction phases are eligible for leveraging points.
- Discussion

Eligible Projects



- Section 13, #1, Infrastructure Projects
 - The Commission expects collaboration and cooperation between the implementing agency and Caltrans for all projects on the state highway system.
- Purpose of change:
 - Align Guidelines with application.
- Discussion

Disadvantaged Communities



- Section 16A, Project Type Requirements, Disadvantaged Communities
 - For a project to contribute toward the disadvantaged communities funding requirement, the project must clearly demonstrate, with verifiable information, a direct, meaningful, and assured benefit to a disadvantaged community **as defined using the criteria outlined below**. A project is considered beneficial if it fulfills an important need of ~~low-income people~~ **a disadvantaged community** in a way that provides a significant value. The project's benefits must primarily target ~~low-income people~~ **a disadvantaged community** while avoiding substantial burdens ~~on a disadvantaged community~~ **on that community**.
- Purpose of change:
 - Align language with various DAC criteria and definitions.
- Discussion

Project Evaluation Committee



- Section 18, Project Evaluation Committee
 - No more than two evaluators from one agency will be chosen to ensure a broader representation of evaluators. If more than two individuals from an agency would like to be evaluators, excess volunteers will be placed on the alternate list and asked to be evaluators should positions become available.
- Purpose of change:
 - Align Guidelines with evaluator selection process.
- Discussion

Benefit to DACs



- Section 20A, Scoring Criteria, Benefit to Disadvantaged Communities
 - The benefit provided to the disadvantaged community affected by the project. The score will be impacted by the project location in relation to the disadvantaged community, the severity, and the direct benefit the project will provide. Applicants will **must** also, ~~if applicable,~~ explain how anti-displacement policies and actions are being implemented to discourage gentrification of the community being impacted by the project. **If displacement is not an issue, applicants must explain why it is not a concern for the community.**
- Purpose of change:
 - Align guidelines language with scoring rubrics.
- Discussion

Need



- Section 20B, Scoring Criteria, Need
 - Potential for increased walking and bicycling, especially among students, including the identification of walking and bicycling routes to and from schools, transit facilities, community centers, health care facilities, employment centers, and other destinations; potential to promote equity of access to shared public infrastructure for people of all ages and varying abilities, including increasing and improving connectivity and mobility of non-motorized users.
- Purpose of change:
 - Encourage applicants to discuss older adults and people with varying abilities in the context of project need.
- Discussion

Safety



- Section 20C, Scoring Criteria, Safety
 - Potential for reducing the number and/or rate or the risk of pedestrian and bicyclist fatalities and injuries, including the identification of safety hazards for pedestrians and bicyclists, with consideration of safety concerns for students, older adults, and persons with disabilities.
- Purpose of change:
 - Encourage applicants to discuss older adults, persons with disabilities, and students in the context of safety.
- Discussion

Public Participation & Planning



- Section 20D, Scoring Criteria, Public Planning & Participation
 - Identification of the community-based public participation process that culminated in the project proposal, which may include noticed meetings and consultation with local stakeholders. Project applicants must clearly articulate how the local participation process (including the participation of disadvantaged community stakeholders and **community-based organizations**) resulted in the identification and prioritization of the proposed project. If there is significant opposition to the project, applicants should summarize any major points of concern raised by the opposition and provide a response. Additionally, for large infrastructure and large infrastructure/non-infrastructure combination projects, applicants will be awarded points for the inclusion of the project in an adopted active transportation plan or similar plan. Eligible plans must be developed through a comprehensive public process.
 - Purpose of change:
 - Encourage applicants to collaborate with community-based organizations.
 - Discussion

Context-Sensitive Bikeways/Walkways



- Section 20H, Scoring Criteria, Context-Sensitive Bikeways and Innovative Project Elements (Medium/Large Applications)
 - The “recognized best” solutions appropriate for the local community context will be considered. Applicants should discuss how the project advances a lower-stress environment or a low-stress network. Additionally, applicants should provide a description of the innovative features of the project OR explain why the context of the project best lends itself to standard treatments/features.
- Purpose of change:
 - Align the guidelines with the application, which asks about advancing a lower-stress environment.
 - Encourage applicants to discuss low-stress networks.
- Discussion

Transformative Projects



- Section 20I, Scoring Criteria, Transformative Projects (Large Applications)
 - Evidence of the transformative nature of the project will help to inform the score. Applicants should describe how nearby projects and local policies and ordinances will contribute to the project's transformative nature.
- Purpose of Change:
 - Align Guidelines with application, which asks applicants to discuss nearby projects and local policies.
 - Specifically prompt applicants to discuss local ordinances.

Past Performance



- Section 20M, Scoring Criteria, Past Performance
 - Applicant's performance on past ATP projects. Points will be deducted for non-use of the Corps as committed to in a past ATP award; **adverse audit findings on a past ATP project that are the fault of the applicant**; or failure of any past ATP project.
- Purpose of change:
 - Clarify instances in which past performance points will be deducted.
- Discussion

MPO Supplemental Call for Projects



- Section 21, MPO Competitive Project Selection, Proposed Language:
 - Copies of all applications received by the MPO if the MPO conducted a supplemental call for projects. Applications that were submitted to a supplemental call for projects that were recommended for programming by an MPO will not be considered for programming unless the application is received by February 20, 2023. **Commission staff and Caltrans staff will review all applications for eligibility and deliverability.**
- Purpose of Change:
 - Align Guidelines with MPO selection process.
- Discussion

AHSC Benefits Calculator



- Section 23B, Performance Metrics – AHSC Benefits Calculator
 - To further show the benefits of the ATP funding, Commission staff will utilize the analysis provided by the Affordable Housing and Sustainable Communities Benefits Calculator. This tool estimates outputs such as vehicle miles traveled and greenhouse gas reductions for new facilities and bike shares. **Successful applicants, including MPO selected projects, must submit the relevant data to Commission and/or Caltrans staff within six months of programming.**
- Purpose of change:
 - Clarify that it is the responsibility of successful applicants to provide this data.
- Discussion

State Only Funding Designation



- Section 24, State Only Funding Designation
 - Some of the funds in the ATP are federal funds. ~~Projects must be federal-aid eligible unless the project is designated as “State Only Funded” at the time of programming.~~ ATP projects programmed as part of the statewide and small urban and rural competitions with capital construction values of \$1,000,000 or more in ATP funding must ~~maintain federal eligibility~~ **be federal-aid eligible.**
- Purpose of change:
 - Clarify federal-aid eligibility requirements.
- Discussion

Baseline Agreements



- Section 27, Baseline Agreements
 - In accordance with the SB 1 Accountability and Transparency Guidelines, the Commission requires Baseline Agreements for ATP projects with a total project cost of \$25 million or greater (all funds) or a total programmed amount of \$10 million or greater in ATP funds, **including large infrastructure projects that are programmed with ATP funds for pre-construction phases only and that meet these thresholds.**
- Purpose of change:
 - Clarify baseline agreement requirements for pre-construction-only projects.
- Discussion

Baseline Agreements



- Section 27, Baseline Agreements
 - The following documents must be completed and submitted to Caltrans as part of the baseline agreement package:
 - A signed baseline agreement
 - An approved ATP application
 - A completed Project Programming Request (PPR)
 - Completed environmental documents (CEQA and NEPA, if required)
 - A completed Benefits Form
 - Purpose of change:
 - Clarify required documents for submittal of baseline agreement.
 - Discussion

Bureau of Indian Affairs



- Section 29, Bureau of Indian Affairs/Federal Transit Administration Transfers
 - Add BIA to this section.
- Purpose of change:
 - Clarify the process for transferring programmed ATP to the BIA.
- Discussion

Project Reporting



- Section 38, Project Reporting
 - Projects with a Bureau of Indian Affairs or Federal Transit Administration transfer must comply with the reporting requirements set forth by the Bureau of Indian Affairs or the Federal Transit Administration.
- Purpose of change:
 - Ensure that these project comply with federal requirements.
- Discussion

Project Examples



- Appendix B, add the following examples:
 - Safe routes for seniors projects that increase walking and biking among older adults and create routes that connect to activities that improve quality of life.
 - Bicycle highways that provide fast, direct connections between major destinations, aimed primarily at commuters.
 - Complete low-stress active transportation networks that connect key community destinations through low-speed, low-traffic streets, separated paths, and protected bikeways.

Enforcement



- Appendix B, Project Examples, change enforcement description to the following:
 - Building community partnerships that emphasize activities directly related to improving pedestrian and bicyclist safety.
- Appendix A, sub-section G, change the non-infrastructure description as follows:
 - Non-Infrastructure: A description of existing and proposed bicycle and pedestrian education and encouragement, ~~enforcement, and evaluation~~ programs conducted in the area included within the plan. ~~Include efforts by the law enforcement agency having primary traffic law enforcement responsibility in the area to enforce provisions of the law impacting bicycle and pedestrian safety, and the resulting effect on collisions involving bicyclists and pedestrians.~~



Action Items

Next Steps



- Central Workshop – Application
February 2, 2022
1:00 pm – 4:00 pm
- Central Workshop – Scoring Rubrics
February 8, 2022
1:00 pm – 4:00 pm

Staff Contact



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Thank You



More Information

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