

Local Streets and Roads Program Technical Training Questions		
Question	Answer	Category
My City changed our email address domains after I originally created my account. How can I update my email address on CalSMART?	Please register for a new account with the updated email address and notify us at LSR@catc.ca.gov so we may lock the old domain accounts.	CalSMART
If there are multiple registered users for one agency, can they all see/edit projects? Does this mean that I can work on something, then someone else can, and/or we can also look at previous history for our municipality?	Yes, every registrant has editing and viewing capabilities.	CalSMART
When relisting a project, what does the FY field represent next to the status field?	The FY field should only reflect the FY in which the project was first proposed or reported. If the project is now active, DO NOT change the FY to reflect when it first became active. Example: - New Project Added (FY 22/23) - Relisted Project (FY Adopted i.e 21/22 or 20/21 etc.)	CalSMART
Can our Agency Users access prior FY submittals? New staff has been assigned to the submittal process and need to view prior submittals for reference.	Yes. An agency can view submittals from prior FYs. In the Manage Submittals page, you will see all prior year submittals on the left sidebar. Select the desired submittal then go to "view files" tab under the Agency Intake form to download your uploaded resolution and proposed project list. To view the project list detail entered, select the "Create PDF" tab. As there is greater detail entered in CalSMART than what you will have adopted.	CalSMART
What priority status should be used for a new project being proposed/adopted for the first time?	"New" should be the only priority status selected for those projects that are being listed for the first time.	CalSMART
What is the difference between the identifiable priority statuses, such as carried over and in progress?	The following are the definitions for the identifiable priority statuses that should only be selected for relisted projects. - Carried Over: A project proposed/reported on in a prior FY that was and is still not active but is scheduled to begin in the upcoming FY. - Completed: A project previously proposed/reported on in previous years that is being relisted because the upcoming FY funds will be used to fund/reimburse this project. - Forecasted: A project previously proposed/reported on that will not be active for two or more FY's - In Progress: A project previously proposed/reported on that is currently active/in contract with invoiceable work.	CalSMART
What happens if our submittal package is returned? Will there be enough time to revise and resubmit?	Should revisions be needed, staff will work with your jurisdiction by providing a corrective action plan with a due date. Staff reviews submittals on a first received basis, a timeline for initial review will vary based on the volume of submittals received at any given time. The closer a submittal is received to the deadline the longer it may take staff to review, which in turn may lead to a shorter turnaround time for edits. Staff strongly encourages all jurisdictions to send your draft resolution and proposed project list to the LSR@catc.ca.gov inbox for review to avoid an issue with your submittal.	Eligibility Determination

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Can we use RMRA for design?	<p>Yes. Per Article XIX Section 2(a) of the California Constitution a jurisdiction may use RMRA funds for pre-construction purposes. Including but not limited to design, environmental study, etc. Please see the program guidelines for more information.</p>	Eligible Projects
Is the purchase of Public Works Equipment, such as a Striping Truck, allowed using SB 1 RMRA funds? Would the purchase only be allowed if it is going to be used on one of the other listed projects?	<p>Purchase of public works equipment is allowable under the program, in accordance to Article XIX Section 2(a) in the California Constitution. The eligibility of this purchase is not dependent on if it is used on another project listed.</p> <p>A jurisdiction should adopt and list the purchase of equipment that will be used for multiple projects separately from the projects they may be used on.</p> <p>This purchase of Public Works Equipment would fall under Procurement/Operational Needs in CalSMART.</p>	Eligible Projects
If a project will be performed by our own labor force, is there a way to reflect that in CalSMART.	<p>Those projects performed by a jurisdiction's own Labor Force can fall under the Construction or Procurement/Operational Needs component.</p> <p>General Labor Force performed road maintenance, such as pothole repair, is often reported as Procurement/Operational Needs.</p>	Eligible Projects
Can RMRA funds be used to fund a street condition assessment?	<p>Yes. Per Article XIX of the California Constitution this is an allowable use of the funds. These assessments can be identified as either Pre-Construction or Procurement/Operational Needs in CalSMART.</p>	Eligible Projects
Is the construction of raised street medians to improve road safety eligible under RMRA?	<p>Yes. Per SHC Section 2030(b)(1) and (2) this would qualify as a Safety Project.</p>	Eligible Projects
Under 'Project Description' in CalSMART, does that mean that those description terms are all that is eligible to use program funds on?	<p>No, the project descriptions that appear in CalSMART are just some of the most common descriptions that agencies utilize their funds on.</p> <p>A jurisdiction may be performing other eligible work on a project that is not currently reflected in CalSMART.</p> <p>In that case, you would select other and enter in the description of the other work being performed.</p> <p>Please read out to program staff if you have additional questions about what would be deemed eligible.</p>	Eligible Projects
Can RMRA funds be utilized solely for a concrete repair project without resurfacing the street?	<p>Yes, per SHC Section(b)(1) and (2) this would fall under Road Maintenance and Rehabilitation Projects.</p>	Eligible Projects
Can we use SB1 funds to supplement staff time directly tied to the project?	<p>Yes, per Article XIX Section 2(a) of the California Constitution.</p>	Eligible Projects

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We have left-over funds from our prior FY's list of projects. We would like to put out an additional slurry seal project and are wondering if we can do that in FY 21/22 for additional streets that were not included in our FY 21/22 resolution.	Yes, simply add the additional streets during Expenditure Reporting.	Expenditure Reporting
If we don't get started on the additional slurry seal streets that we are wanting to add until FY 22/23, should we add those streets to the FY 22/23 resolution even if we're using FY 21/22 excess funds, or do we list those under the FY 21/22 Expenditure Report only?	If those streets will also utilize FY 2022-23 RMRA funds, you will have to include that project in the 2022-23 resolution. However, if those locations will solely utilize excess funds, it is not required to include that project in the 2022-23 resolution, and you can simply just provide those locations in the report.	Expenditure Reporting
How do we find our jurisdiction's estimated apportionment of RMRA funds?	The RMRA estimate is provided from a third party and can be found on the California City Finance website: http://www.californiacityfinance.com/#TRANSPORTATION	Funding Sources
How do we report total project costs if funded by multiple sources or matching.	There is a section for total project costs that you can provide the overall funding amount for the project that includes all fund sources. When reporting expenditures you will give the RMRA funds spent amount and the overall total project cost which includes the RMRA funds and the other fund sources.	Funding Sources
Why are the annual fiscal year apportionments tracked and reported from September to August?	Although the State FY is July 1 - June 30 each year, it takes the state roughly six weeks to collect, rectify and disburse the revenues generated in any given month. Therefore, revenues generated in July aren't disbursed until mid-September. Since the funds are derived from revenues generated within the FY, we must attribute the funds to that FY.	Funding Sources
Use of interest earned will be accounted in the expenditure reporting process and not here?	Correct, any interest accrued is recorded during the Expenditure Report.	Interest
How are the MOE-General Funds for Streets and Roads FY2009-10, 2010-11, 2011-12 data derived? are these data provided by the City/Counties directly or they were obtained differently?	The MOE was established through reporting to the State Controller's Office (SCO). The SCO notified each agency what their MOE is based on the reported detail. Your finance division should have this information. Please contact AUDStreetsRoads@sco.ca.gov for more information regarding the MOE.	MOE
What would be allowed for the nature of MOE fund, can it Measure R or Measure M, or does it have to be General Fund?	From the State Controller's Office: Any unrestricted funds that the city or county may expend at its discretion may be included to satisfy its annual MOE requirement. The funds do not have to be from the General Fund.	MOE

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What is PCI and what does it mean if its over 80?	Pursuant to SHC Section 2037, a city or county may spend its apportionment of RMRA funds on transportation priorities other than those outlined in SHC Section 2030 if the city's or county's average Pavement Condition Index (PCI) meets or exceeds 80.	Other
Can we include a link in the Project Location box to a detailed website of the proposed work?	Yes, but a general identifiable location description will still be required.	Project Detail Required
Is it correct to state that a location scope of a proposed and accepted project is able to change during the year? Meaning if we list a single project with all the currently estimated street segments as locations, then we are able to add street segments to this project later in the year?	Yes, at the time of proposal we know several aspects of the project scope or estimates and may be subject to change. A jurisdiction's resolution and proposed project list is a "snapshot" of what is planned with upcoming FY funds. Per Program Guidelines: "The project list does not limit the flexibility of an eligible city or county to fund projects in accordance with local needs and priorities so long as the projects are consistent with RMRA priorities as outlined in SHC 2030(b) [SHC 2034(a)(1)]." Just make sure to update the project location in your expenditure report.	Project Detail Required
Do we have to list out every single street that will be included in the annual maintenance project?	No, listing boundaries or generalized locations is acceptable. For more information please view the program guidelines on the program's website https://catc.ca.gov/programs/sb1/local-streets-roads-program	Project Detail Required
We have left-over funds from our prior FY. We would like to put out an additional slurry seal project using those remaining funds, do we need to adopt that project in the upcoming FY's resolution?	A jurisdiction does not need to adopt a new project that will only use remaining RMRA funds from a prior year. The jurisdiction is only required to add that project to the applicable FY's expenditure report in which the project is active and RMRA funds are spent.	Project List Changes
When proposing a project, an estimated construction completion date is required. Should there be any unexpected construction delays and the project is not completed by that completion date, does the agency need to take any additional steps to report that?	Any changes to a project's schedule or scope should be reflected in the FY Expenditure report.	Project List Changes
Can we submit an entire street segment in proposed project, but if we find that funding is short and can only address partial of the street segment, do we need to revise later?	Yes, a jurisdiction always has the ability to revise any of the proposed detail during the expenditure reporting period. Additional action is not needed to approve those changes.	Project List Changes
If we add another project after approval of the resolution, do we need to redo the resolution to use RMRA funding for that new project?	No. Simply report on it during Expenditure Reporting.	Project List Changes

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If a project proposed last FY has a small scope change, like an additional location, will this be considered a new project that needs to be added for the new FY submittal?	No. A scope change can made during the upcomming FY Expenditure Reporting period.	Project List Changes
Although a project from the prior FY is not in the new FY resolution, I still need to enter it in the CalSmart Project list?	No. Only those projects included in the adopted resolution and project list for the upcomming FY should be entered into your CalSMART submittal. It is not required to relist every project that appears in the Previously Reported Projects page in CalSMART.	Relisting
If I'm carrying over a previous project, but the name changed slightly (e.g. Overlay 2020 changed to Overlay 2022), will it still be added as a carried over project or add it as a new project?	This will be a carried over project. The only time a new project should be entered if the project has never been proposed.	Re-Listing/Re-Adopting
If a project received all of its funds the previous year but is still ongoing for this year, does it need to be listed?	No. Only relist the project if it will utilize the upcoming FY RMRA apportionment.	Re-Listing/Re-Adopting
What do we do if the project entered last year didn't happen due to covid and will now start in the new FY? Do we need to adopt and relist it?	<p>Is that project going to utilize the upcoming FY's RMRA apportionment?</p> <p>If the answer is yes, a jurisdiction should include that project in the resolution and proposed project list being submitted for the upcoming FY.</p> <p>If the answer is no, the jurisdiction will simply update the project in question during the upcoming FY expenditure reporting period.</p>	Re-Listing/Re-Adopting
If we are doing striping and signing city wide in various locations, can we just say City Wide under location in the resolution and report?	<p>If the project is being reported as construction, some of the locations where the striping/signing will occur must be identified. Additionally, jurisdictions can add that this is not the full list of locations and the public can contact the jurisdiction for further detail.</p> <p>If the project is being identified as Procurement/Operational Needs, the location being identified as City and Countywide is acceptable.</p>	Required Project Detail
Where can we send our draft resolutions and lists to be reviewed by Program Staff?	Please submit draft resolutions and proposed project lists to LSR@catc.ca.gov for review	Resolution/Staff Report
Where can a sample of the resolution be found?	A Sample Resolution can be found in the following locations: <ul style="list-style-type: none"> - In the Funding Eligibility Checklist on the LSRP Webpage under the City/County CalSMART Resources Tab; and - CalSMART in the Help & Resources tab 	Resolution/Staff Report

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If we don't have a project planned for the upcoming FY, do we need to submit anything (ie stating that no project)?	<p>Per program guidelines and SHC Section 2034, in order to be eligible to receive FY funds, each jurisdiction must adopt a resolution and project list each year funding is being sought and submit it to the Commission.</p> <p>The list of projects adopted could include a project previously adopted, but a project must be identified or the jurisdiction will be deemed noncompliant and could forfeit that FY's funding eligibility.</p>	Resolution/Staff Report