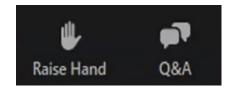


WORKSHOP LOGISTICS

We welcome comments from the public as part of each item at this meeting.

You should see the webinar control panel, likely located on the bottom of your screen. There you will find the Raise Hand and Q&A tabs.



We encourage you to use the Raise Hand feature as early into the item as you can, to give the system time to acknowledge you.

Alternately, you may use the Q&A tab to submit your comment. Commission staff will read the comment on your behalf.

As a reminder, each registered attendee is provided a unique link and phone number to access the webinar. These should not be shared with other participants, as they are registered to a specific attendee and can create confusion for staff when making comments.

Please state your name and organization at the start of your comment.



Workshop Principles

- Be respectful of other viewpoints
- Keep a Statewide perspective
 - Remember the program serves a large variety of applicants
- Propose ideas in a public setting



Today's Workshop Agenda

- Introductions and brief program overview
- September 4 Workshop Recap
- "Clarify and reduce redundancies" updates
- Review Quick Build Pilot Program
- Action items



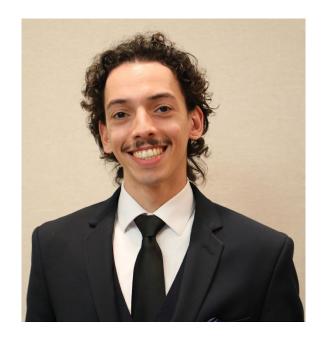
INTRODUCTIONS



ANJA AULENBACHER
Associate Deputy Director
Active Transportation Program



ELIKA CHANGIZI
Assistant Deputy Director
Active Transportation Program



JAEDEN GALES
Staff Services Manager
Active Transportation Program



ACTIVE TRANSPORTATION PROGRAM (ATP)



ATP funds projects that encourage increased use of active modes of transportation, such as biking and walking.

Funding:

- Reimbursement program
- Federal and State funds
- Approximately \$550 million for 4 years
- FYs 2027-28, 2028-29, 2029-30, 2030-2031

Eligible Applicants:

- Local, Regional or State Agencies
- Caltrans
- Transit Agencies
- Natural Resources or Public Land Agencies
- Public Schools or School Districts
- Tribal Governments
- Private Non-Profit, Tax-Exempt Organizations
- Any other entity with transportation oversight

Distribution:

- 50% Statewide Component
- 10% Small Urban and Rural Component
- 40% Metropolitan Planning Organization Component

Eligible Projects:

- Infrastructure: Capital projects that further goals of the program.
- Non-infrastructure: Education and encouragement programs that further the goals of the program.
- Plans: Development of a community-wide bicycle,
 pedestrian, Safe Routes to School or active transportation
 plan that encompasses a disadvantaged community.
- Infrastructure + Non-Infrastructure: Capital projects with education or encouragement components.



ATP OVERVIEW: Cycles 1-7



1,230 PROJECTS PROGRAMMED FOR \$3.9 BILLION IN ATP FUNDS SINCE CYCLE 1



\$1.9 BILLION ALLOCATED AS OF FISCAL YEAR 2024-25



TOTAL PROJECT COSTS VALUED AT OVER \$7.4 BILLION





2027 ATP Schedule

Milestone	Date
Central Workshops	August 2025 - February 2026
Branch Workshops available on request	September 2025 – March 2026
Site Visits available on request	September 2025 – March 2026
Presentation of Draft 2027 ATP Guidelines to the Commission	January 29-30, 2026
Commission considers adoption of 2027 ATP Guidelines and Opens call for projects	March 19-20, 2026



Cycle 8 Engagement Strategy

- Central Workshops Virtual*
- Branch Workshops –Virtual*
 - Register for a Branch Workshop using the online form through <u>October 31, 2025</u>:
 https://forms.gle/7iGDZdQFxshZ5H5y5
 - Completion of the registration form does not guarantee a Cycle 8 Branch Workshop
- Site Visits Virtual
 - Register for a site visit using the online form:
 https://forms.gle/xmu2qJZ1MzoHgV7s7
- Application Debriefs Virtual

* Some workshops may be hybrid





Workshop Recap: September 4, 2025

- Clarified Guidelines Language:
 - □ Part I Introduction
 - 1. Purpose and Goals
 - 2. Authority
 - 3. Program Schedule
 - Part II Funding Overview
 - 4. Funding and Program Cycle
 - 5. Distribution
 - 6. Matching Requirements
 - 8. Reimbursement
 - Part III Eligibility
 - 10. Eligible Applicants
 - 11. Eligible Project Titles
 - Part IV Project Application
 - 13. Application Submittal Requirements
 - 14. Minimum Request for Funds
 - 15. Request for State-Only Funding

- Part V Project Selection Process
 - 16. Screening Criteria
 - 17. Project Evaluation Process
- Part VIII Project Delivery
 - 28. Allocations
 - 31. Timely Use of Funds
 - 32. Timely Use of Funds Time Extensions
- New Guidelines Section:
 - Part II Funding Overview
 - 9. Funding Restrictions
 - Part IX Reporting
 - 43. Title VI Requirements
- Deleted Guidelines Section:
 - Justice40 Initiative





Clarify and Simplify Language Part II: Funding Overview

2025 Guidelines Section Name	2027 Guidelines Se	ection Name	Updates
8. Leveraging Funds	7. Leveraging Funds		 Clarified language. Text edits for consistency with other CTC guidelines Clarified eligible use of LSR funds
everaging Funds			(blue outline)

7. Le

The Commission encourages nominating projects that the leverageing committed funding of additional funds for a project by considering leveraging in the evaluation criteria for medium and large infrastructure projects from discretionary private, federal, state, local, or regional sources. Leveraged funds are a financial commitment toward the cost of a project from a different funding source. However, aApplicants are not required to leverage funds.

Projects that leverage committed funding will score higher as specified in Part xx. Section xx (Review Criteria). The Commission will only consider cash funds for leveraging. Funds expended by the local agency for pre-construction phases (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 pointsing even if these funds were expended before the application deadline. Funds expended for incligible costs and activities (i.e., non-participating funds) are not considered leveraging.

Except for With the exception of State Transportation Improvement Program (STIP) fundsing, leveraged the Commission will only consider funds will only be considered for leveraging points when not allocated that are not allocated by the Commission on a project -specific basis as eligible funds for leveraging points.

Local Streets and Roads Program funding may be used; however, apportionments must be received from the State Controller's Office and the project must be eligible as outlined in the Local Streets and Roads Program Guidelines.



Clarify and Simplify Language Part II: Funding Overview

2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
8. Leveraging Funds	7. Leveraging Funds	Clarified language.

Funds expended proposed for ineligible costs and activities (i.e., non-participating funds) are not considered for leveraging points. The Commission will not consider in-kind, non-federal, state, and private sources) is reasonably expected to be available and sufficient infrastructure, staff time, or non-participating funds as eligible for leveraging.

Tribes typically have limited access to other transportation funds that can be used for leveraging. Therefore, a Applications for the 2025 ATP submitted by Tribal Governments (federally recognized Native American Tribes) and as well as projects proposed within federally recognized Tribal Lands (typically within the boundaries of a Reservation or Rancheria) will be awarded receive full leveraging points regardless of the amount of eligible leverage funding committed to the project. -on the corresponding application type.

To be considered for leveraging points, a Applicants must provide a in the plan (local, to complete the project, ensure the following is provided in the project application:

- A complete (phase-by-phase) project funding plan through construction that demonstrates includes that the ATP request and the leveraged funding.
- Additionally, applicants must a Attach a signed letter of commitment indicating the amounts and committed funding sources of leveraged funds. Applicants without a signed letter of commitment will not receive leveraging points.
 - The letter of commitment must be signed by the Chief Executive Officer or other officer authorized by the applicant's governing board.
 - Applicants may also alternately include other documentation to substantiate committed leveraging funds, including meeting minutes from a governing body, a budget sheet, a board or council resolution, etc.



Clarify and Simplify Language Part VII: Programming

2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
27. Contingency List	23. Contingency List	Clarifying text edits.

22.23. Contingency List

The Commission may identify choose to maintain a contingency list of projects that will be in effect only until the adoption of the next cycle's statewide component. The Commission will to be amended projects from the contingency list into the program in the eventif a previously programmed project has returned awardproject cost savings or is deleted from the program. This contingency list will be in effect only until the adoption of the next programming cycle.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
31. Letter of No Prejudice	30. Letter of No Prejudice	Clarified policy.

4.30. Letter of No Prejudice

The Commission will consider approval of a Letter of No Prejudice to advance a project programmed in the ATP. when the implementing agency is ready to begin a project phase programmed in a future fiscal year and an allocation is not possible. Approval of the Letter of No Prejudice will allows the implementing agency to begin work and incur eligible expenses prior to allocation. An approved Letter of No Prejudice does not relieve the implementing agency from the program requirements outlined in these ATP Guidelines. The Letter of No Prejudice Guidelines are available on the Commission's website.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
37. Project Cost Savings	36. Project Cost Savings	 Text edits to clarify section.

7.36. Project Cost Savings

Cost sSavings at contract bidaward may be used to expand the project scope only if the expanded scope provides additional quantifiable active transportation benefits. The expanded scope will be considered a scope change amendment and must be reviewed and approved by the Commission staff-prior to contract award (refer to Section xx, Scope Changes). All other contract bid savings will be returned proportionally. All other contract bid-award savings will be returned proportionally to the ATP at project completion.

Cost sSavings at project completion must be returned proportionally except when an agency has, subsequent toafter the project is programmeding, 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 at project completion must be returned proportionally.

When used in reference to project cost savings the word "proportionally" means that savings will be returned to each funding source based on the percentage contributed from the respective source.

If an implementing agency requests an allocation of funds in an amount that is less than the amount programmed, the balance of the programmed amount may be allocated to a programmed project advanced from a future fiscal year. Project savings, including savings from projects programmed in the MPO component, will return to the overall ATP. and be available to a programmed project advanced from a future fiscal year.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
37. Project Cost Savings	36. Project Cost Savings	Text edits to clarify section.Split out allocation adjustments policy
Allocation Adjustments		into a sub-section

Allocated funds may be shifted between programmed project phases to accommodate cost changes within the following limits:

Any amount allocated for to the Project Approval and Environmental Document phase (environmental) may also be expended for the Plans, Specifications, and Estimate phase (design). In addition, a local agencythe implementing agency may expend an amount allocated for environmental, design, right of way, or construction (infrastructure and), or construction (non-infrastructure) for another allocated project phase, provided that the total expenditure shifted to a phase in this way is not more than 20 percent of the amount actually allocated for either phase. This means that the amount transferred by a localthe implementing agency from one phase to another may be no more than 20 percent of whichever of the phases has received the smaller allocation from the Commission.

Shifting funds between phases will not impact the amount of ATP funding programmed to the project. The implementing agency must coordinate with Caltrans and receive approval of all partners that nominated the project (including the MPO) before submitting allocation adjustment requests to Caltrans.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
38. Project Cancellation	38. Project Cancellation	Text edits.

▲ 9.38. Project Cancellation

If an implementing agency elects to cancel a project, the agency must cease-stop accruing expenditures, all-cease invoicing, <a href="and relinquish any remaining funds to the program. The implementing agency must submit a letter to Caltrans to request cancellation. The letter must be addressed to the Commission's Executive Director and signed by the agency's Chief Executive Officer, Public Works Director, or other officer authorized by its governing body. that-At a minimum, the letter must includes the following information:

- Reason for project cancellation
- Efforts made to avoid cancellation
- Lessons learned from challenges faced

The appropriate Regional Transportation Planning Agency or Metropolitan Planning Organization should be copied on the letter.

<u>Caltrans will submit the request to the Commission with a written recommendation.</u>

Commission staff may schedule a follow-up meeting with all parties involved to discuss the <u>project reasons for cancellation.</u>

Project cancellations in the Project Approval and Environmental Document (PA&ED), Plans, Specifications, and Estimates (PS&E), and Right-of-Way (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 determines that 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 for federally funded projects, and forward the request and a written recommendation for the Commission's consideration.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
40. Audits	40. Audits	Text edits.

11.41. Audits

The audit requirements <u>are</u> outlined in the <u>Commission's SB 1</u> Accountability and Transparency Guidelines <u>and will be required for apply to all projects programmed in the ATP.</u>





Delete Roles and Responsibilities Sections: Brief Overview

- X. Roles and Responsibilities, Sections 41, 42, 43, 44
- Why delete the sections:
 - Most information in these sections is redundant.
 - Policies that were exclusively included in these sections have been incorporated into other sections of the guidelines.
 - Consistent with other CTC program guidelines.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
41. California Transportation	None.	• Deleted.
Commission (Commission)		 Moved relevant text to other sections.

X. Roles and Responsibilities

41. California Transportation Commission (Commission)

The Commission's responsibilities include:

- Adopting guidelines and policies for the ATP.
- · Adopting the ATP fund estimate.
- Screening project applications and determining eligibility, in consultation with Caltrans.
- Evaluating, scoring, and ranking projects, including forming and facilitating the Project Evaluation Committee.
- · Adopting a program of projects, including:
 - The Statewide component of ATP,
 - o The Small Urban and Rural component of ATP, and
 - The MPO-selected component of the program, based on the recommendations of the MPOs.
 - o Ensuring that at least 25% of the funds benefit disadvantaged communities.
- Maintaining a contingency list of projects to be amended into the program in the
 event a programmed project is delivered under the programmed amount or if a
 project fails, approving and recommending such amendments for Commission
 approval. This contingency list will be in effect only until the adoption of the next
 statewide program.

- Posting recommendations and the final adopted list of approved projects on the Commission's website.
- Allocating funds to projects.
- Publishing a Status Report of the ATP annually to increase the transparency of the program and show the progress of the programmed projects.
- Approving or denying amendment requests.
- Approving or denying time extension requests.
- Evaluating the program and reporting to the legislature.

2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
42. California Department of	None.	• Deleted.
Transportation (Caltrans)		 Moved relevant text to other sections.

42. California Department of Transportation (Caltrans)

Caltrans has the primary responsibility for the administration of the adopted ATP. Responsibilities include:

- Preparing and providing statewide program and procedural guidance.
 Conducting outreach through various networks such as, but not limited to, the ATP website, and at conferences, meetings, or workgroups.
- Developing and providing program training.
- Soliciting project applications for the program.
- Performing eligibility and deliverability reviews of ATP projects at the Commission's request and informing the Commission of any identified issues in writing and before consensus scores are submitted by the evaluators.
- Assisting as needed in functions such as facilitating project evaluation teams and evaluating applications.
- Notifying successful applicants of their next steps after each call for projects.
- Recommending project allocations (including funding type) to the Commission.

- Making project amendment recommendations to the Commission.
- Tracking and reporting on project implementation, including project completion.
- Creating reports required by the Commission and soliciting implementing agencies to submit required reports in a timely manner.
- Performing audits of selected projects in accordance with generally accepted government auditing standards.
- Serving as the main point of contact in project implementation, including administering the contract(s) for the Active Transportation Resource Center.
- Assisting Commission staff as needed.



2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
43. Metropolitan Planning Organizations (MPOs) With Large Urbanized Areas	None.	Deleted.Moved relevant text to other sections.

43. Metropolitan Planning Organizations (MPOs) With Large Urbanized Areas

MPOs with large, urbanized areas are responsible for overseeing a competitive project selection process in accordance with these guidelines. The responsibilities include:

- Ensuring that at least 25% of the funds in each MPO benefit disadvantaged communities.
- If using a different project selection criteria or weighting, minimum funding request amount greater than \$500,000, match requirement, or definition of disadvantaged communities for its competitive selection process, the MPO must obtain Commission approval prior to the MPO's call for projects.
- If electing to have a supplemental MPO-specific call for projects, the projects within the MPO boundaries that were not selected through the statewide competition must be considered along with those received in the supplemental call for projects. An MPO must notify the Commission of their intent to have a supplemental call no later than the application deadline.
- An MPO electing to have a supplemental MPO-specific call for projects must submit copies of all applications received by the MPO. Projects recommended for programming by an MPO will not be considered for funding unless the application is received by the designated deadline.
- In administering a competitive selection process, an MPO must use a multidisciplinary advisory group to assist in evaluating project applications.
- In administering a competitive selection process, an MPO must explain how the
 projects recommended for programming by the MPO include a broad spectrum of
 projects to benefit pedestrians and bicyclists. The explanation must include a
 discussion of how the recommended projects benefit students walking and
 cycling to school.

- An MPO choosing to use the same project selection criteria and weighting, minimum funding request amount, match requirement, and definition of disadvantaged communities as used by the Commission for the statewide competition may delegate its project selection to the Commission. An MPO delegating its project selection to the Commission must notify the Commission by the application deadline and may not conduct a supplemental call for projects.
- If electing to have a contingency list of projects to be amended into the program
 in the event a programmed project is delivered for less or fails, approving and
 recommending such amendments for Commission approval. This contingency list
 will be provided to the Commission and will be in effect only until the adoption of
 the next statewide program.
- Recommend allocation requests for a project in the MPO-selected portion of the program.
- Determining which projects to advance and make that recommendation to the Commission in consultation with Commission staff and Caltrans.
- Submitting an annual assessment of its portion of the program in terms of its effectiveness in achieving the goals of ATP.

In addition, the Southern California Association of Governments (SCAG) must follow the statutory requirements applying specifically to them as outlined in Section 6 of these guidelines.

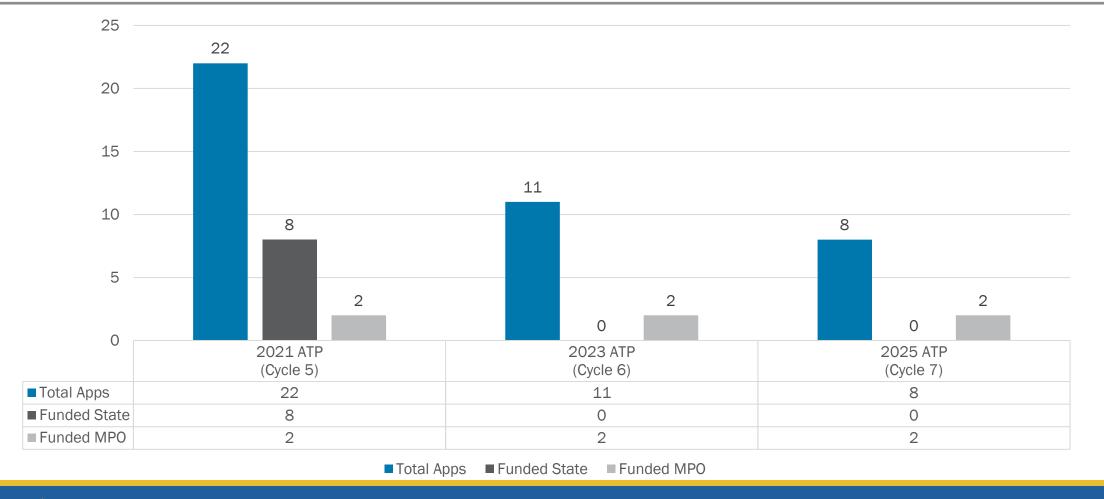
2025 Guidelines Section Name	2027 Guidelines Section Name	Updates
44. Regional Transportation	None.	• Deleted.
Planning Agencies (RTPAs)		 Moved relevant text to other sections.
Outside an MPO with Large		
Urbanized Areas and MPOs		
without Large Urbanized Areas		

44. Regional Transportation Planning Agencies (RTPAs) Outside an MPO with Large Urbanized Areas and MPOs without Large Urbanized Areas

The Regional Transportation Planning Agencies and MPOs (outside the ten large MPOs) may make recommendations or provide input to the Commission regarding the projects within their boundaries that are applying for ATP funding.









Quick Build Pilot Program: A History

	2021 ATP (Cycle 5)	2023 ATP (Cycle 6)	2025 ATP (Cycle 7)
	First cycle to include Quick-Build Pilot Program	Re-evaluated Quick-Build Pilot Program (Phase II)	Continued refinement of Quick-Build Pilot Program (Phase III)
Evaluation	ATP, Caltrans Project Managers and CTC Engineers reviewed all applications	ATP and Caltrans Project Managers reviewed all applications	ATP and Caltrans Project Managers reviewed all applications
Pilot Program Improvements	Stakeholders requested inclusion of a Quick Build Pilot Program.	 Only funded environmentally cleared projects Only funded CON phase Allowed Design-Build delivery Time extension requests limited to 3 months (to ensure quick delivery) Allowed cost estimate to include more than 1 alternative Provided additional project examples and resources 	 Required potential projects to hold eligibility meeting(s) with CTC staff prior to submitting. Required projects to include a community testing period of at least 6 months (conduct ongoing engagement to obtain feedback on project and inform project changes)
Post-Cycle Feedback	 Internal debrief after final adoption of projects to determine Cycle 6 updates Stakeholders requested additional guidance on Quick-Build projects 	Stakeholders requested additional Quick- Build eligibility expectations	Stakeholders agreed to review Pilot Program performance after 3 cycles



Statewide Component scores

- 2021 ATP (Cycle 5)
 - High and Medium-High were the top scores
- 2023 ATP (Cycle 6)
 - 80 and 76 were the top scores
 - □ 4/11 applications were deemed ineligible
- 2025 ATP (Cycle 7)
 - 89 and 84 were the top scores



Delivery

- 4 time extensions to allocate
 - Significant design changes due to community feedback
 - 2 during COVID which impacted on time delivery
- 3 scope changes
- 12/14 are fully allocated

Completion rate?

1 project completed and closed out (Final Delivery Report submitted)



Administering Quick Builds

- Separate application
 - User errors small infrastructure applicants use easier QB application
 - Ineligible materials (permanent vs. temporary)
- Required eligibility meetings
 - 10 meetings for Cycle 7 applications
- Is it a good fit for a State funded program?



Quick Build Take-Aways

	2021 ATP (Cycle 5)		2023 ATP (Cycle 6)		2025 ATP (Cycle 7)	
Submitted & Funded	22 Submitted 10 Funded (SW & MPO)		11 Submitted 2 Funded (MPO)		8 Submitted 2 Funded (MPO)	
Completed Projects	1 Closed out Project		O Completed Projects		O Completed Projects	
Geographic Balance	Submitted FCOG MTC SCAG TCAG El Dorado County SLO County	Funded FCOG MTC SCAG	Submitted MTC SCAG SACOG SANDAG Shasta County	<u>Funded</u> SCAG	Submitted MTC SCAG Santa Cruz County	Funded SCAG
Challenges	 Project schedules were too long for "Quick" Build. Some projects should have used the Small Infrastructure application 		 Proposed improvements and materials were not temporary Projects were not environmentally cleared Some projects were ineligible (over 50% of costs were ineligible) Some projects should have used the Small Infrastructure application 		 Staff held eligibility meetings. Applications did not score high enough to be funded 	



Staff Recommendation

- Remove Quick Build Pilot Program from Statewide and Small Urban & Rural Components.
- Keep Quick Build Program in MPO Component.

ATP-Technical Advisory Committee Recommendation

- Concurrence with staff recommendation.
 - Work with MPO's if updates are needed to guidelines.



Workshop Recap: Action Items

Next Steps

Central Workshop

Focus: NI Guidance document and ATP Guidelines

October 1, 2025

1:00pm - 4:00pm

Register Here!

Staff Contacts

Anja Aulenbacher

Associate Deputy Director

Anja.Aulenbacher@catc.ca.gov

Elika Changizi

Assistant Deputy Director Elika.Changizi@catc.ca.gov

Jaeden Gales

Staff Services Manager Jaeden.Gales.@catc.ca.gov

CALIFORNIA TRANSPORTATION COMMISSION

Thank you

