

2027 Active Transportation Program (Cycle 8)

Submittable Application Webinar | March 25, 2026



CALIFORNIA
TRANSPORTATION
COMMISSION

Agenda

- Creating an Account
- Navigating the Application Portal
- Navigating the Application Form
- Managing Submissions
- 2027 ATP Application
- Applicant Support
- General Reminders and Tips

Creating an Account

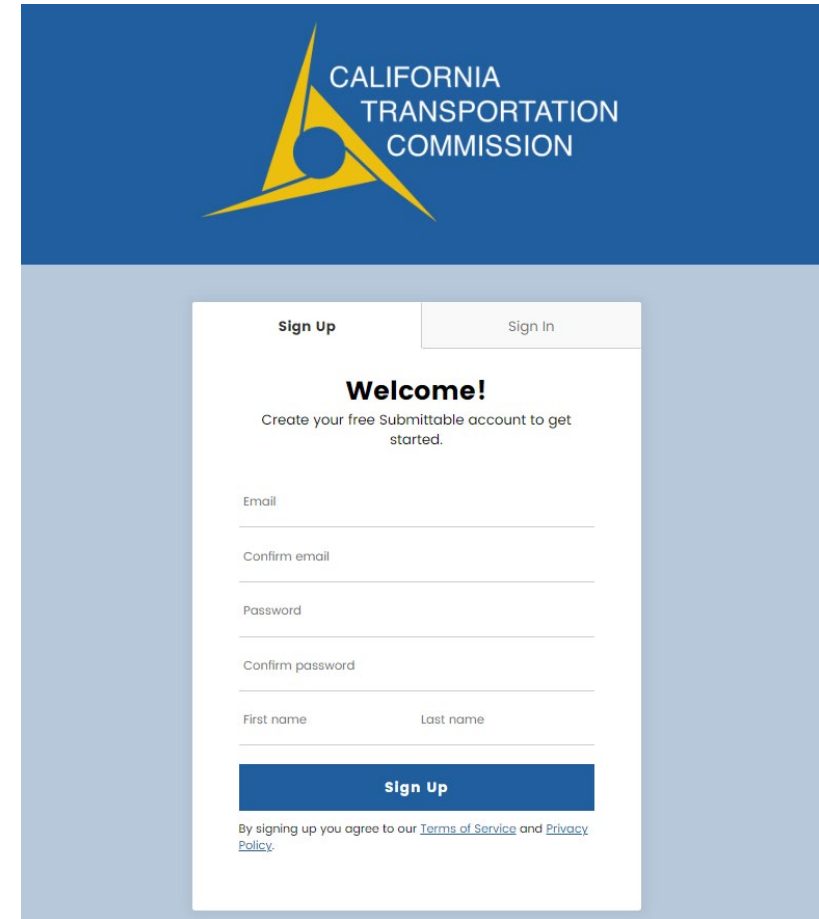
Creating an Account

- <https://catc.submittable.com/submit>



Creating an Account

- Either create a new account or login to an existing Submittable account



The screenshot shows the California Transportation Commission's account creation interface. At the top, there is a blue header with the commission's logo and name. Below this, a white box contains the 'Sign Up' and 'Sign In' options. The 'Sign Up' option is selected. The main heading is 'Welcome!' followed by the text 'Create your free Submittable account to get started.' Below this, there are input fields for 'Email', 'Confirm email', 'Password', and 'Confirm password'. There are also fields for 'First name' and 'Last name'. A blue 'Sign Up' button is positioned below the input fields. At the bottom of the white box, there is a small text line: 'By signing up you agree to our [Terms of Service](#) and [Privacy Policy](#).'

Navigating the Application Portal

Navigating the Application Portal

- Home button will take you to the CTC ATP page
- Hover over your name for options to view your account
- Sitemap will take you to a menu where you can manage your submitted and in-progress applications



Navigating the Application Portal

- Links to application resources and attachment templates

2027 Active Transportation Program Application Resources

General Active Transportation Program Information

- [California Transportation Commission Active Transportation Program webpage](#)
- [Caltrans Active Transportation Program webpage](#)

2027 Active Transportation Program Guidelines - *Coming Soon*

- 2027 Active Transportation Program Guidelines

Other 2027 Active Transportation Program Guidance

- [LAPG Ch 25: State Programs for Local Agency Projects](#)
- [ATP Eligible Infrastructure Costs Guidance](#)
- [ATP Non-Infrastructure Guidance](#)
- [Project Study Report \(PSR\) Guidelines](#)
- [Cycle 8 Project Study Report Equivalency Workshop Slides](#)
- 2027 Active Transportation Program Application Checklist - *Coming Soon*
- Submittable Frequently Asked Questions - *Coming Soon*

2027 Active Transportation Program Scoring Rubrics - *Coming Soon*

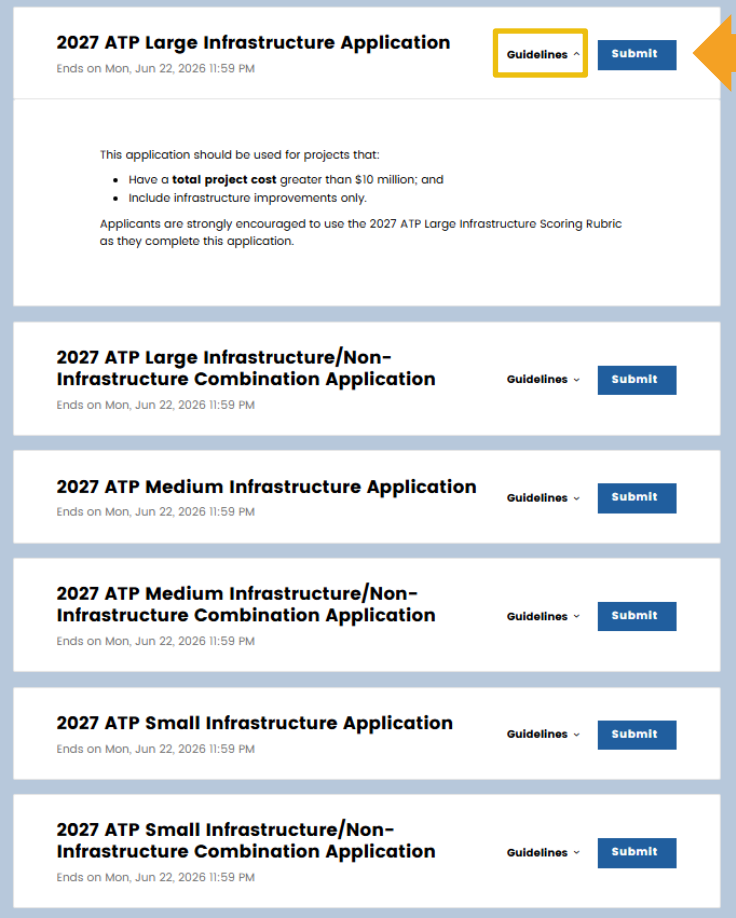
- Large Infrastructure **or** Infrastructure + Non-Infrastructure Project Application Scoring Rubric
- Medium Infrastructure **or** Infrastructure + Non-Infrastructure Project Application Scoring Rubric
- Small Infrastructure **or** Infrastructure + Non-Infrastructure Project Application Scoring Rubric
- Non-Infrastructure Project Application Scoring Rubric
- Plan Project Application Scoring Rubric

2027 Active Transportation Program Application Attachments

- [Attachment A: Signature Page](#) (DOCX)
- [Attachment B: Engineer's Checklist](#) (DOCX)
- [Attachment F: Project Estimate](#) (Required for all Infrastructure projects) (XLSX)
- [Attachment G: Non-Infrastructure Work Plan \(Exhibit 25-R\)](#) (XLSX)
- [Attachment H: Plan Scope of Work \(Exhibit 25-P\)](#) (XLSX)
- [Attachment I: Project Programming Request \(PPR\) \(Exhibit 25-I\)](#) (XLSX)
- [Attachment J: State Funding Request \(Exhibit 25-F\)](#) (DOCX)
- [State Highway System Project Impact Assessment Form](#) (PDF)
- [ATP Corps Consultation Form](#)

Navigating the Application Portal

- Select the appropriate application for the project type
- Select “Submit” to start an application
- Click the arrow next to “Guidelines” to see more information about each application type



2027 ATP Large Infrastructure Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

This application should be used for projects that:

- Have a **total project cost** greater than \$10 million; and
- Include infrastructure improvements only.

Applicants are strongly encouraged to use the 2027 ATP Large Infrastructure Scoring Rubric as they complete this application.

2027 ATP Large Infrastructure/Non-Infrastructure Combination Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

2027 ATP Medium Infrastructure Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

2027 ATP Medium Infrastructure/Non-Infrastructure Combination Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

2027 ATP Small Infrastructure Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

2027 ATP Small Infrastructure/Non-Infrastructure Combination Application Guidelines ^ Submit
Ends on Mon, Jun 22, 2026 11:59 PM

Navigating the Application Form

Navigating the Application Form

- Each application has a screening form to ensure you're using the correct application for the project type. Select next when you've responded to the questions.

Is the total project cost of the proposed project over \$10 million? *

Yes
 No

This response should be based on **total project cost**, not ATP request.

Is this project only proposing infrastructure improvements? *

Yes
 No

As opposed to a project proposing infrastructure improvements in combination with non-infrastructure education and encouragement programs.

Next 

Navigating the Application Form

- If you are using the wrong application type, you will see the message below.

Please consult the 2027 Active Transportation Guidelines to determine the correct application type. Questions can also be directed to ATP@catc.ca.gov.

[Return to California Transportation Commission \(CATC\) →](#)

- If you are using the correct application type, you will see the application form.

Navigating the Application Form

- Application format:
 - Part A: General Application Questions
 - Part B: Narrative Questions
 - Part C: Application Attachments
- Many application questions are “branched”
- Questions with a red asterisk are required

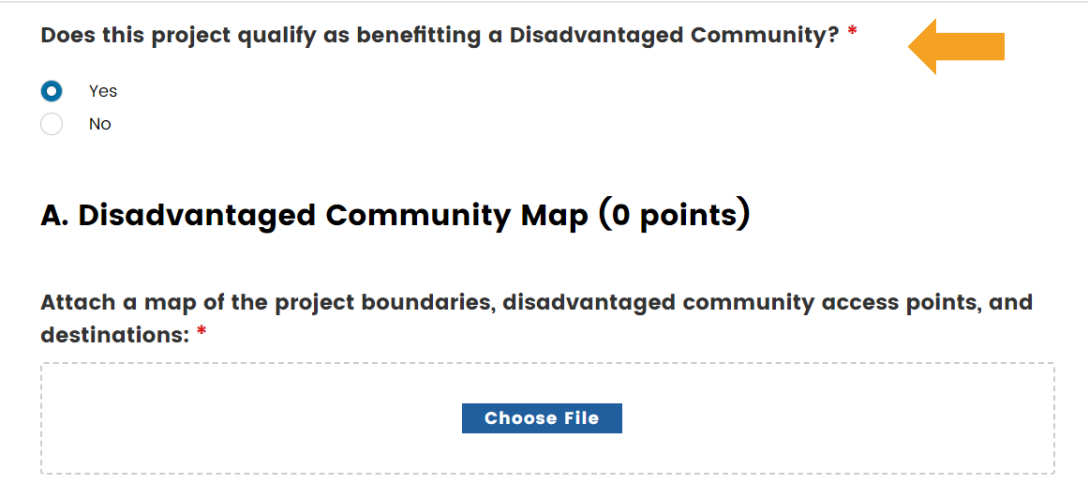
Does this project qualify as benefitting a Disadvantaged Community? *

Yes
 No

A. Disadvantaged Community Map (0 points)

Attach a map of the project boundaries, disadvantaged community access points, and destinations: *

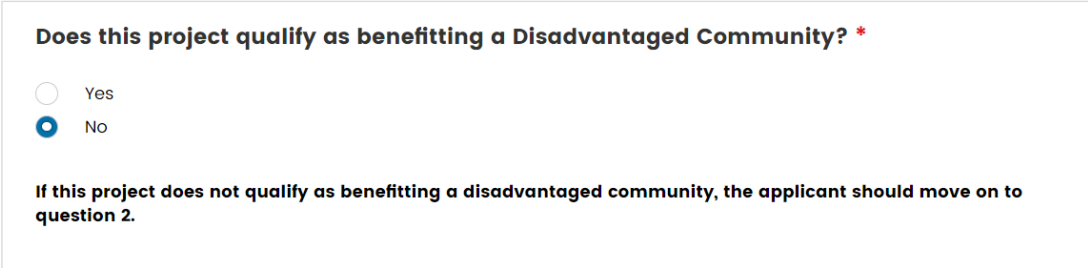
[Choose File](#)



Does this project qualify as benefitting a Disadvantaged Community? *

Yes
 No

If this project does not qualify as benefitting a disadvantaged community, the applicant should move on to question 2.



Navigating the Application Form

- To collaborate with other users, select “Manage Collaborators”
- Collaborators can edit and save the application but cannot submit
- You must communicate with collaborators outside of the platform



Part A: General Application Questions

Part A1: Applicant Information

Implementing Agency Name *

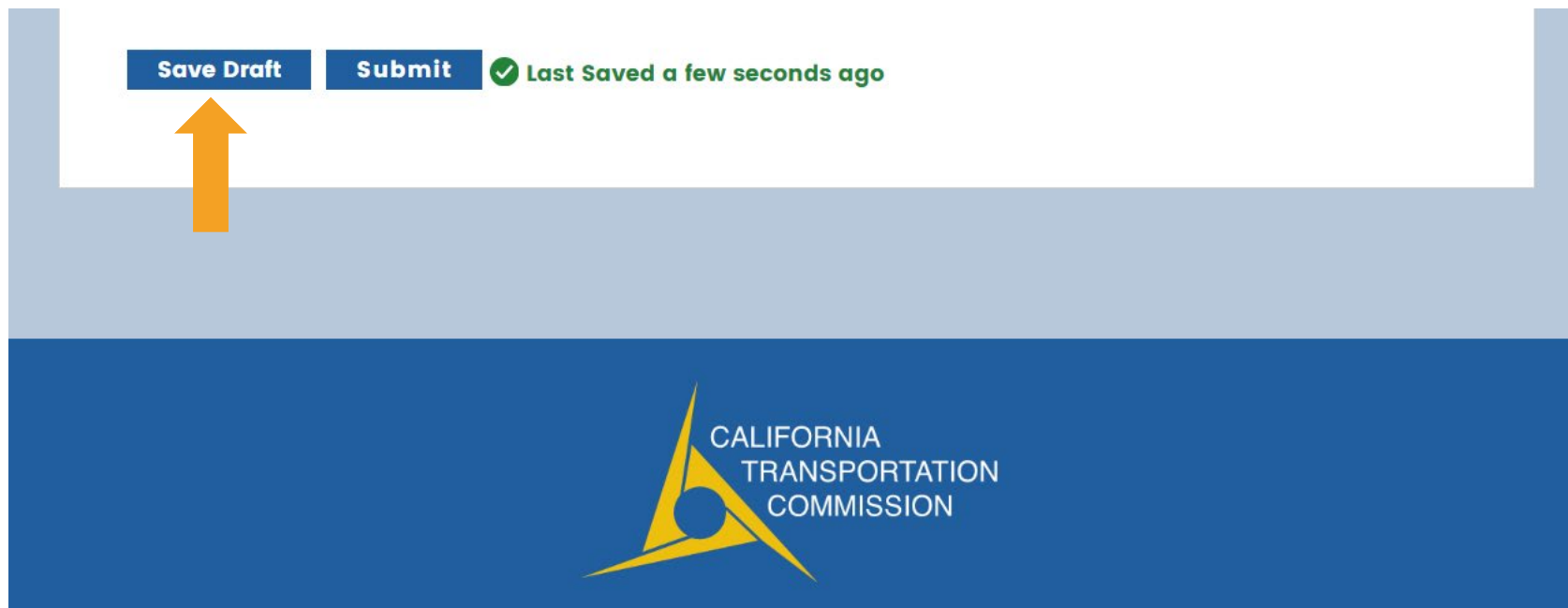
Limit: 300 characters

The Implementing Agency must enter into a Master Agreement with Caltrans and will be financially and contractually responsible for the delivery of the project within all pertinent Federal and State funding requirements, including being responsible and accountable for the use and expenditure of program funds. This agency is responsible for the accuracy of the technical information provided in the application and is required to sign the application.

Note for Tribal Governments: Tribal governments that are awarded funding have several options for contracting, such as a fund transfer to a federal agency or partnering with another eligible entity, and may not be required to enter into a Master Agreement. Caltrans will work with Tribal applicants to determine the Tribe’s preferred contracting option.

Navigating the Application Form

- Progress is autosaved periodically, but applicants should save progress regularly using the button at the bottom of the form.



Navigating the Application Form

- Word count limits shown under all questions
- Text provided under some questions with additional instructions
- Links to helpful resources and form templates provided throughout the application

A. Statement of Project Need (0-19 points)

Describe the community context and the issue(s) that this project will address to increase walking, biking and rolling and induce mode shift. How will the proposed project benefit the non-motorized users of all ages and varying abilities? Consider children, older adults, students, working professionals and persons with disabilities. What is the project's desired outcome and how will the project best deliver that outcome? *(required)*



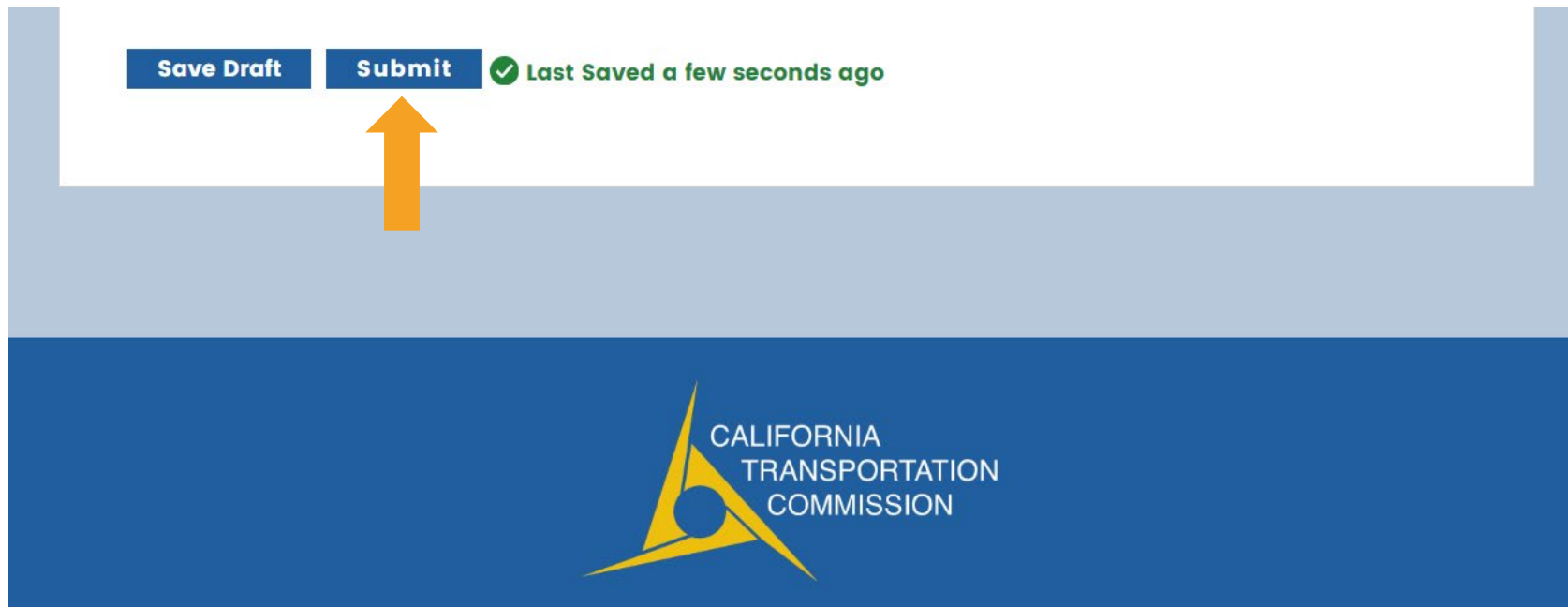
Limit: 1000 words

Discuss:

- Community characteristics and context (e.g., urban/rural/suburban, relevant history, socioeconomic characteristics, etc.)
- Destinations and key connectivity the project will achieve.
- How the project will increase walking, biking and rolling.
- The lack of mobility. Does the population have limited access to cars, bikes, and transit? Does the project have an unserved or underserved demand?
- How will students of all ages (including but not limited to K-12 and college/university) use and have access to the project? Discussion of students **is not** limited to Safe Routes to School projects.

Navigating the Application Form


- Once you're done, press submit. The application cannot be submitted until all required questions are completed.




Managing Submissions

Managing Submissions

- Tabs for submitted applications, drafts, collaborations, and external submissions

My Submissions Search submissions 

My Submissions | Drafts | External Submissions

Sort by: Date (most recent) Filter: Select... Clear Filters Exports 

STATUS	SUBMISSION	ORGANIZATION	OPPORTUNITY	DATE
Received	Test Application	California Transportation Commission (CATC)	2027 ATP Medium Infrastructure/Non-Infrastructure Combination Application	Mar 20, 2026



Managing Submissions

- My Submissions
 - Lists applications that have been submitted from current and prior cycles
 - Click on the application name. On the new screen, you have options to download a copy of your application, edit your application, and withdraw your application.
 - The edit requests will only be granted prior to the application deadline.

Test Application Received

Submitted to **California Transportation Commission (CATC) - 2027 ATP Medium Infrastructure/Non-Infrastructure Combination Application** on Fri, Mar 20, 2026 11:10 AM

[Download](#) | [Edit](#) | [Withdraw](#)

ACTIVITY	MESSAGES	FORMS	NOTE	AWARDS & PAYMENTS
				
	Submission response sent to you.			
	Email:			
	Your application has been submitted to California Transportation Commission (CATC). Thank you for using Submittable.			
				
	Submitted by you.			

Managing Submissions

- Downloading Cycle 7 Applications
 - Select “Download” for a PDF of the application.
 - NOTE: Downloading a submission will not include the attachments. Attachments must be downloaded individually.

Test Application Received

Submitted to [California Transportation Commission \(CATC\) - 2025 ATP Quick-Build Project Application](#) on Tue, Mar 26, 2024 2:36 PM

ACTIVITY | MESSAGES | FORMS | NOTE | AWARDS & PAYMENTS [Download](#) | [Edit](#) | [Withdraw](#)

Submission response sent to you. Tue, Mar 26, 2024 3:36 PM

Email:
Your application has been submitted to California Transportation Commission (CATC). Thank you for using Submittable.

Submitted by you. Tue, Mar 26, 2024 3:36 PM

Managing Submissions

- Drafts
 - Applications that are in progress
 - Click “Continue” to work on an application in progress

My Submissions

My Submissions	Drafts	External Submissions	
ORGANIZATION	OPPORTUNITY	DATE	
California Transportation Commission (CATC)	2027 ATP Small Infrastructure Application	Due: Jun 22, 2026 11:59 PM	Continue Preview Delete

Managing Submissions

- Collaborations
 - Access to applications that others have invited you to collaborate on
 - Click “Continue” to work on an application in progress
 - REMINDER: Collaborators must communicate outside of Submittable. It’s possible to save over each other’s work, so be careful!

My Submissions

My Submissions Drafts Collaborations External Submissions

ORGANIZATION	OPPORTUNITY	DATE	
California Transportation Commission (CATC)	2027 ATP Small Infrastructure Application	Due: Jun 22, 2026 11:59 PM	Continue Preview Delete

2027 ATP Application

Resubmitting Applications

- If resubmitting a Cycle 7 application, you cannot resubmit or duplicate the application
- Download the Cycle 7 application and copy and paste responses into Cycle 8 application
- **REMINDER**: There were minor changes to the application questions! Please double check that all responses are addressing all parts of the application questions.
- Resources:
 - Refer to the 2027 ATP Application Questions word documents on the ATP website to see track changes of application questions
 - Use the appropriate 2027 ATP Application Scoring Rubric

Table Formula Errors

- Some tables in the application have formula's embedded
- Complete all required fields to avoid formula errors
- Example – Safety Collision Summary Table

	A	B	C	D	E
1	How many years of collision data were used in the Heat Maps and collision summaries:				
2		Pedestrian	Bicycle	Total	Average Per Year
3	Fatalities			0	Formula error
4	Injuries			0	Formula error
5	Total	0	0	0	Formula error

The Average Per Year Column will show a "Formula Error" until applicants input the number years of collision data that were used into the table (input response in cell B1).

Applicant Support

Submittable Help Center

- <https://www.submittable.com/help/submitter/>
- Articles and videos on various topics
- Email address to send technical support questions
- **This should be your first stop for technical support questions**
 - Examples:
 - How do I collaborate on an application?
 - Why am I getting this error message?

I need help with something else

Send us a message anytime. Our business hours are 9am - 5pm MT. We aim to respond within 24 business hours.

Email Support for Technical Help

Application Content Questions

- Technical questions related to application content may be sent to Commission staff and/or Caltrans (see end of slide deck for contact information).
- Commission staff and Caltrans staff **cannot** provide advice on developing your application after the call for projects has been released.
- Examples of appropriate questions:
 - How do I download Median Household Income data?
 - What does this field in the PPR mean?
- Examples of questions we cannot answer (and will direct you to other resources instead):
 - What should I say about displacement in my application?
 - How can I strengthen my narrative on project need?

General Reminders and Tips

General Reminders

- Save your progress
- Communicate with others collaborating on an application
- Need technical support?
 - Go to the Submittable help center
- Have a technical question about application content?
 - Contact Commission or Caltrans staff

Application Tips

- Use the scoring rubrics
- Look at successful applications for ideas
- Evaluators probably won't be familiar with your community – tell your story!
- Keep attachments organized
- Attachments should complement your narrative – not replace it
- You can provide more than one map in map attachment fields (but they need to be combined into one file)
- Try all disadvantaged community identifiers

Questions

Commission Contacts

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Thank you!

