

# 2021 Active Transportation Program Large Infrastructure Scoring Rubric

The California Transportation Commission (CTC) has prepared these Scoring Rubrics in coordination with Caltrans and the workgroup to provide additional guidance on the evaluation process. This document is principally intended as a guide for the evaluators when scoring the 2021 ATP applications. Applicants may also find this a useful resource when developing applications. This document, however, is not intended as the definitive formula for how applications will be scored. Evaluators may take other factors into consideration when scoring applications, such as the overall application quality, project context, and project deliverability.

Note: For combined projects the term “project” refers to both the infrastructure and non-infrastructure elements.

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## **QUESTION #1: DISADVANTAGED COMMUNITIES (0-10 POINTS)**

- ❖ Points for part D (Project Location) and Part E (Severity) will be calculated by CTC. Evaluators will only submit scores on Part C – Direct Benefit – for a maximum of 4 points.

*This project does not qualify as a Disadvantaged Community.*

*If this project does not qualify as a Disadvantaged Community, applicant will skip the question and move on to question 2.*

**If the applicant checked the box for “This project does not qualify as a Disadvantaged Community” the score for Question #1 will be zero “0”.**

### **A. Map of Project Boundaries, Access and Destination (0 points): Required**

*Provide a scaled map showing the boundaries of the proposed project, the geographic boundaries of the disadvantaged community, and disadvantaged community access point(s) and destinations that the project is benefiting.*

### **B. Identification of Disadvantaged Community: (0 points)**

*Select one of the following 5 options. Must provide information for all Census Tract/Block Group/Place # that the project affects.*

- Median Household Income
- CalEnviroScreen
- Free or Reduced Priced School Meals - Applications using this measure must demonstrate how the project benefits the school students in the project area.
- Healthy Places Index
- Other
  - Regional Definition
  - Federally Recognized Tribal Land
  - Other Determinant of MHI

### **C. Direct Benefit: (0 - 4 points)**

1. *Explain how the project closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need.*
2. *Explain how the disadvantaged community residents will have physical access to the project.*
3. *Illustrate and provide documentation how the project was requested or supported by the disadvantaged community residents. Address any concerns of displacement that may occur as a result of this project, if applicable.*

### **Special Instructions & Expectations for Evaluators:**

Sub-questions A & B do not receive any points.

- If the applicant does not check the box “This project does not qualify as a Disadvantaged Community” they are **required** to provide project map(s) and provide the DAC information as required in both A & B.
  - Maps should include **all** census tracts/schools that the project influences, not just the ones that are disadvantaged.

When evaluating the first part of sub-question C, the evaluator should consider:

- Does the project provide reasonable improvements to close missing gaps; increases needed routes or connections (such as access to and/or community safety for disadvantaged community residents to parks, greenways, open space, health care centers, transit stops, and other community assets) or addresses the poor conditions of an existing route.
- If developing a new route/connection, will the project result in a convenient and logical route that residents will want to use because it offers improved access to destinations the community commonly utilizes?

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- Will the project address the lack of or need for active transportation planning? And/or does the project address the community concerns about the lack of pedestrian or bicycle safety education in their community.
- Will the project address a “need” that was identified by the local community and is supported by backup documentation/attachments?

When evaluating the second part of sub-question C, the evaluator should consider:

- Will the improvements will be physically convenient and safe for the community to access or use?
- Will the improvements provide a logical route that residents will use or want to use because it offers safe and convenient access?
- If the project is not located in the DAC, will they have reasonable access points to the project?

When evaluating the third part of sub-question C, the evaluator should consider:

- Was the local DAC community actively involved in the project development? Did they request the project?
- Did the DAC community have the opportunity to provide their input to the community needs and do they support this project?
- Was this project presented to the DAC community in a local forum so that they could provide input or support? Or, was the project simply voted upon in a general agency meeting without really reaching out to the community to learn their needs and wants?
- Provide documentation of how the local residents and community groups were engaged for input on community and household needs and of any support from local community-based organizations and/or residents.
- Applicants should also, when applicable, explain how anti-displacement policies and actions are being implemented in their community/city/county to discourage displacement of the community being impacted by the project.
  - Applicant should address this, even if just to say that displacement is not an issue in their community. If displacement is not an issue an applicant should not be downgraded as long as it was addressed as not a concern of their Disadvantaged Community. Say WHY it is not applicable for your community.
  - Applicant should talk about how this is being addressed, whether through policies or work groups

Points	<b>Applicant’s ability to demonstrate the project will result in a direct benefit to the Disadvantaged Community.</b>
4 Points	<p>The application <b>clearly and convincingly</b>:</p> <ul style="list-style-type: none"> <li>• Explains how the project closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need, AND</li> <li>• Explains how the disadvantaged community residents will have physical access to the project, AND</li> <li>• Illustrates and documents how the project was requested or supported by the disadvantaged community residents. AND</li> </ul> <p>The application includes <b>attachments</b> that show <b>evidence</b> of thorough engagement and outreach, resulting in input and buy-in from the disadvantaged community.</p>

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3 Points	<p>The application addresses <b>at least three</b> of the following:</p> <ul style="list-style-type: none"> <li>• Explains how the project closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need, AND</li> <li>• Explains how the disadvantaged community residents will have physical access to the project, AND</li> <li>• Illustrates how the project was requested or supported by the disadvantaged community residents. AND</li> </ul> <p>The application includes <b>attachments</b> that show evidence of outreach and engagement to the disadvantaged community and documents their buy-in.</p>
2 Points	<p>The application addresses <b>at least two</b> of the following:</p> <ul style="list-style-type: none"> <li>• Explains how the project closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need AND</li> <li>• Explains how the disadvantaged community residents will have physical access to the project, AND</li> <li>• Illustrates and documents how the project was requested or supported by the disadvantaged community residents. AND</li> </ul> <p>The application includes some <b>attachments</b> that show evidence of contacting the disadvantaged community.</p>
1 Point	<p>The application <b>minimally</b>:</p> <ul style="list-style-type: none"> <li>• Explains how the project closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need, AND</li> <li>• Explains how the disadvantaged community residents will have physical access to the project, AND</li> <li>• Illustrates and documents how the project was requested or supported by the disadvantaged community residents. AND</li> </ul> <p>The application <b>did not</b> include <b>attachments</b> or attached minimal attachments showing evidence of outreach to the disadvantaged community.</p>
0 Points	<p>Evaluators can award a score of zero if they believe the application does not address how the project closes a gap or provides connections, does not address how the disadvantaged community will have physical access to the project, and does not address how the project will directly benefit a disadvantaged community, AND the application did not include any support attachments.</p>

❖ **Points for part D (Project Location) and Part E (Severity) will be calculated by CTC.**

***D. Project Location: (0 - 2 points)***

*Is your project located within a disadvantaged community?*

Points	Applicant's ability to demonstrate the project is located within a DAC
2 Points	Project location(s) are/is <b>fully</b> (100%) located within a DAC.
1 Point	Project location(s) are/is <b>partially</b> (less than 100%) within a DAC.
0 Points	None of the project location(s) are/is within a DAC.

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### E. Severity: (0-4 points)

Points	Median Household Income (MHI) Criteria – MHI = \$56,982	
0 points	Greater than 80% of the MHI	greater than \$56,982.40
1 Point	75% through <80% of MHI	\$53,421 through \$56,982.40
2 Points	70% through <75% of MHI	\$49,859.60 through \$53,421
3 Points	65% through <70% of MHI	\$46,298.20 through \$48,859.60
4 Points	< 65% of MHI	less than \$46,298.20
Points	CalEnviroScreen Criteria	
0 points	Above 25% most disadvantaged	less than 39.34
1 Point	20% through 25% most disadvantaged	39.34 through 42.86
2 Points	15% through < 20% most disadvantaged	42.87 through 46.63
3 Points	10% through < 15% most disadvantaged	46.64 through 51.18
4 Points	< 10% most disadvantaged	51.19 through 94.09
Points	Free or Reduced Lunches	
0 points	Less than 75% of students receive free or reduced lunches	
1 Point	≥ 75% through 80% of students receive free or reduced lunches	
2 Points	> 80% through 85% of students receive free or reduced lunches	
3 Points	> 85% through 90% of students receive free or reduced lunches	
4 Points	> 90% of students receive free or reduced lunches	
Points	Healthy Places Index Score*	
0 Points	Healthy Places Index Score above 25 Percentile	
1 Point	Healthy Places Index Score 20 through 25 Percentile	
2 Points	Healthy Places Index Score 15 through <20 Percentile	
3 Points	Healthy Places Index Score 10 through <15 Percentile	
4 Points	Healthy Places Index Score <10 Percentile	

\*Healthy Places Index Score inputted should only be the overall HPI Score. Other indicator numbers can be discussed in the narrative, but only the overall score can be used for Disadvantaged Communities qualification

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Category	Points	Other DAC Criterion
Other MHI or CalEnviroScreen Assessment	0 or 1 point	If a project applicant believes a project benefits a disadvantaged community but the project does not meet the aforementioned criteria due to a lack of accurate Census data or CalEnviroScreen data that represents a small neighborhood or unincorporated area, the applicant must submit for consideration a quantitative assessment, to demonstrate that the community's median household income is at or below 80% of that state median household income.
Regional Definition	0 or 1 point	If the applicant believes a project benefits a disadvantaged community based on an adopted regional definition, the applicant must submit for consideration the regional definition, as well as <b>how</b> their specific community qualifies under that definition.
Federally Recognized Tribal Lands	4 points	Projects located within Federally Recognized Tribal Lands (typically within the boundaries of a Reservation or Rancheria).

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## **QUESTION #2: 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, EMPLOYMENT CENTERS, AND OTHER DESTINATIONS; AND INCLUDING INCREASING AND IMPROVING CONNECTIVITY AND MOBILITY OF NONMOTORIZED USERS.**

**(0-38 POINTS)**

*A. Describe the issues that this project will address. How will the proposed project benefit the non-motorized users? What is the project's desired outcome and how will the project best deliver that outcome? (0-19 points)*

*Discuss:*

- *Destinations and key connectivity the project will achieve*
- *How the project will increase walking and or biking*
- *The lack of mobility if applicable - Does the population have limited access to cars? Bikes? And transit?*
  - *Does the project have an unserved or underserved demand?*
- *The local health concerns responses should focus on:*
  - *Specific local public health concerns, health disparity, and/or conditions in the built and social environment that affect the project community and can be addressed through the proposed project. Please provide detailed and locally relevant answers instead of general descriptions of the health benefits of walking and biking (i.e. "walking and biking increase physical activity").*
  - *Local public health data demonstrating the above public health concern or health disparity. Data should be at the smallest geography available (state or national data is not sufficient). One potential source is the [Healthy Places Index \(HPI\)](#).*
- *For combined I/NI: discuss the need for an encouragement, education, and/or enforcement program.*

### **Special Instructions & Expectations for Evaluators:**

Applicants are not required to submit user counts at the time of application. User counts will be collected from applications that are successful in the program.

- **"Need"** must be considered in the context of the **"Potential"** for increased walking and bicycling
- **"Need"** must be considered in the context **all** of the following:
  - Connectivity to key destinations
  - Mobility to access everyday needs and services
  - Local public health concerns
- To receive the **maximum points**, applicants must thoroughly demonstrate **all** of the above aspects of "need".

The following checks and analysis must be done by the evaluator prior to awarding points:

- Consider the impact of the proposed project in the community and how it will fit into the geographic context.
  - In doing this the evaluator should consult the attached photos, and any other information available to make an informed decision.
- When a project is a segment of a larger path/corridor, does the applicant explain the benefits of not only the entire project, but also the segment and why this particular segment is key to the bigger project?
  - The applicant should focus on the benefits of the particular segment and not try to claim the benefits of the entire path/corridor
- Evaluate the level to which the applicant demonstrated the need for improvements in the project area.
  - When citing key destinations, does the applicant also explain *why* those destinations are important for the community being impacted?

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- Do they cite *specific* destinations or just say “schools” or “stores” or “amenities”?
- Did the applicant identify specific local public health concerns, health disparity, and/or conditions in the built and social environment affecting the project community that can be addressed by increasing walking and biking, including:
  - Thorough and nuanced discussion of existing health condition(s) amongst targeted users (responses should be more sophisticated than simply stating, “Walking and biking is good for health because it increases physical activity.”) AND
  - The physical or social conditions (known as the social determinants of health) in the target community that contribute to the current health conditions (beyond other elements already addressed in the application including bike/ped. infrastructure gaps and barriers, collision rates, etc.).
- Provides local public health data demonstrating the above public health concern or health disparity, including:
  - Inclusion of health data at the smallest geography available (i.e., census tract or county level if census tract is not available) AND
  - Health status of targeted users given as percentages or rates using relevant and local health indicators AND stated as ranks or comparisons to non-targeted user data (e.g., the community has a higher/lesser obesity rate compared to both the state and other rural communities of similar size).

Points	Applicant’s ability to demonstrate a specific active transportation need.
15-17 Points	<p>The application <b>compellingly demonstrates “need” in the project area</b>, and documents <b><u>all</u></b> of the following in a <b>clear</b> narrative:</p> <ul style="list-style-type: none"> <li>• the lack of connectivity,</li> <li>• the lack of mobility for non-motorized users,</li> <li>• data showing the local health concerns including a comparison to statewide and/or countywide health data, <b>AND if applicable</b></li> <li>• For projects benefiting a disadvantaged community – the need for the project in that community,</li> <li>• For NI components – the need for the education, encouragement and/or enforcement program.</li> </ul>
10-14 Points	<p>The application <b>duly demonstrates “need” in the project area</b>, and documents only 2 of the following clearly, and at least one other one partially:</p> <ul style="list-style-type: none"> <li>• the lack of connectivity,</li> <li>• the lack of mobility for non-motorized users,</li> <li>• local health concerns (does it include a comparison to statewide and/or countywide health data?), <b>AND if applicable</b></li> <li>• For projects benefiting a disadvantaged community – the need for the project in that community,</li> <li>• For NI components – the need for the education, encouragement and/or enforcement program</li> </ul>
5-9 Points	<p>The application <b>somewhat demonstrates “need” in the project area</b>, and documents only 1 of the following clearly, and at least one other partially:</p> <ul style="list-style-type: none"> <li>• the lack of connectivity,</li> <li>• the lack of mobility for non-motorized users,</li> <li>• local health concerns, <b>AND if applicable</b></li> <li>• For NI components – the need for the education, encouragement and/or enforcement program</li> </ul>



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1-4 Points	<p>The application <b>minimally demonstrates “need” in the project area</b>, and <b>partially</b> documents 1 of the following:</p> <ul style="list-style-type: none"> <li>• the lack of connectivity,</li> <li>• the lack of mobility for non-motorized users,</li> <li>• local health concerns,</li> </ul> <p><b>AND if applicable</b></p> <ul style="list-style-type: none"> <li>• For NI components – the need for the education, encouragement and/or enforcement program</li> </ul>
0 Points	<p>The application <b>does not demonstrate “need” in the project area in any of the three areas of need</b>, and there is <b>no mention</b> of the need of the disadvantaged community and there is <b>no mention</b> of the NI program (if applicable).</p>

**PLUS:**

**Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- Does the applicant address how students will use and have access to the project?
- Projects can receive points for demonstrating the transportation needs of students of all ages, including high school and college/community college
- If the applicant simply states “schools” as a destination the project will connect, that does not warrant the two points.
- An applicant **DOES NOT** have to be a safe routes to school project in order to receive these points.

Points	Applicant’s ability to demonstrate the active transportation needs of STUDENTS.
2 Points	The application addresses the active transportation needs of students
0 Points	The application <b>does not</b> address or mention the active transportation needs of students

*B. Describe how the proposed project will address the active transportation need: (0-19 points)*

**Special Instructions & Expectations for Evaluators:**

- “**Need**” must be considered in the context of the “Potential for increased walking and bicycling”
- “**The proposed project will address**” must be considered in **all** of the following “needs”:
  - the lack of connectivity,
  - the lack of mobility for non-motorized users,
  - local health concerns
- To receive the maximum points, applicants must demonstrate **all** of the above aspects of “need” for each improvement category.
  - Since each category addresses a different need, the answers provided should be specific to the improvement category.
- The amount of points an applicant/project receives on this sub-question is **not impacted by the number of categories** documented for addressing the active transportation need.
  - An application only documenting **one category** has the potential to receive full points as long as it can fully meet the scoring criteria. It is up to the applicant to demonstrate that additional categories are not appropriate for the project to better or more fully address the need.
  - An application documenting numerous categories should not automatically receive additional points. It is up to the applicant to demonstrate that the project scope connected to each category is **relevant** to the non-motorized users’ needs in the project limits.

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A “very important destination” includes those that offer access to goods, services and activities that society considers particularly important i.e. a hospital, a grocery store, a transit station, a community center, a retail center, or an employment center (where the community can reasonably expect to find employment). The applicant can also make a case for other destinations that are very important to the community benefiting from the proposed project.

**The following checks and analysis must be done by the evaluator prior to awarding points:**

- Evaluate if the applicant demonstrates that the proposed improvements are the best solution to address the need(s) described in sub-question A.
- Evaluate if the destinations shown in the application are reasonably accessible by non-motorized users.
- Determine if an increase in active transportation modes can be realized by the project.
- Determine if the local public health department and/or local non-profit that provides support for health equity/addressing health disparities:
  - Was involved in aspects of the application such as supporting public engagement, developing project scope, supporting data and statistics to highlight the public health need, etc. AND
  - Will continue to be engaged in the implementation of the project/program.

Points	Applicant’s ability to make a case that the project will address need for active transportation.
16-18 Points	The answers in Part B <b>clearly demonstrate</b> without a doubt that the <b>project will best</b> address the active transportation needs presented in Part A by: <ul style="list-style-type: none"> <li>• creating or improving links or connections,</li> <li>• encouraging use of routes to very important destinations and community identified destinations.</li> </ul>
11-15 Points	The answers in Part B <b>demonstrate</b> that the <b>project will</b> address the active transportation needs presented in Part A by: <ul style="list-style-type: none"> <li>• creating or improving links or connections,</li> <li>• encouraging use of routes to very important destinations and community identified destinations.</li> </ul>
6-10 Points	The answers in Part B <b>somewhat demonstrate</b> that the <b>project has the potential</b> to address the active transportation needs presented in Part A by: (only 1 of the following) <ul style="list-style-type: none"> <li>• creating or improving links or connections,</li> <li>• encouraging use of routes to very important destinations and community identified destinations.</li> </ul>
1-5 Points	The answers in Part B <b>minimally demonstrates</b> that the <b>project may</b> address the active transportation needs presented in Part A by partially doing 1 of the following: <ul style="list-style-type: none"> <li>• creating or improving links or connections,</li> <li>• encouraging use of routes to very important destinations and community identified destinations.</li> </ul>
0 Points	The application <b>did not demonstrate in any way</b> that the project would address the need presented in part A.

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**PLUS:**

**Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- Does the applicant address how the improvements will help students access to the project?
- Projects can receive points for demonstrating the transportation needs of students of all ages, including high school and college/community college
- If the applicant simply states “schools” as a destination that does not warrant the one point.
- An applicant **DOES NOT** have to be a safe routes to school project in order to receive this point.

Points	Applicant’s ability to make a case that the proposal that will increase the number of active transportation trips accomplished by STUDENTS.
1 Point	The project will increase the proportion of students trips accomplished by active transportation
0 Points	The project <b>will not</b> increase the proportion of students trips accomplished by active transportation

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## **QUESTION #3: 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. (0-20 POINTS)**

*A. Describe the project location's history of pedestrian and bicycle collisions resulting in fatalities and injuries to non-motorized users, which this project will mitigate. (10 points max)*

### **Expectations for Evaluators:**

Evaluators should evaluate all attachments, including:

- **The “County/City Heat Map” and the “Community Heat Map” of the area surrounding the project limits:** Points are based on the maps demonstrating that the relative collision history within the project limits is significant when compared to the overall jurisdiction/community's collision history, suggesting that the project limits will be positively impacted by the proposed safety improvements.
  - **Note:** If an applicant can explain **why** they are building the project despite the lack of collision data, they can still receive the majority or all of the points. Examples of reasons why an applicant may choose to build a project in an area with no collisions are:
    - It is a new facility.
    - It is so unsafe that there is no bike/ped activity, or it has been banned (i.e. school campus rules).
    - Some communities have residents that do not report collisions.
  - If the project is not in one of the highest density crash locations, does the applicant **thoroughly** explain **why** this location was chosen?
- **Project Area Collision Map:** Points are based on the map demonstrating that the past collision locations are within the **“Influence Area”** of the proposed safety improvements. Evaluators should consider the overall project limits AND the limits of the specific improvements/scope of the project.
- **Collision Summaries and collision lists/reports:** Points are based on summaries, lists, and reports demonstrating the overall number of collisions and that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements.
  - **Note:** Applicants are allowed to provide safety data in a different format if they prefer **OR** if they do not have the collision data.
  - These different data formats that can also show the safety need could include: surveys from communities asking about the safety of the project area, near miss data, information from crowd sourcing applications (such as Street Story), a systemic safety analysis identifying high risk features or typologies, etc.
    - If an applicant uses an alternate format for safety data, they **must** still attach the appropriate documentation to prove the safety concerns of the project area

### **Influence Area Guidance**

A project's expected safety “Influence Area” (i.e. where a project has the potential to mitigate) must be reasonable. The project's “Influence Area” is established by the applicant and in the TIMS ATP Tool is depicted by the “Project Area Collision Map”.

The following are some general criteria to guide applicants and evaluators in determining appropriate “Influence Area” and/or overall project area for their proposed safety improvements/countermeasures (These criteria are defined in the Caltrans Highway Safety Improvement Program Application Instructions). Prior to scoring the Safety Question, the evaluator should assess and try to confirm that the applicant's “project area” (or Influence Area) shown in their maps is reasonable with respect to the following criteria:

- New Traffic Signals: crashes within 250 feet of the new signal.
- For intersection or mid-block crossing improvements, collisions that occurred within 250 feet of the intersection/mid-block crossing in all directions affected by the improvement may be used.
- Longitudinal Improvements (bike lanes, sidewalks, road diets, etc.): crashes potentially effected by and within the limits of the improvement.

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- If the improvements represent a new route and there is no past crash and safety data available within the limits of the proposed improvements, the applicant should consider the potential for the project to eliminate or reduce existing conflict points on parallel routes.
- The crash data from parallel routes can be included where the new facility/route can be reasonably expected to reduce the likelihood of past crashes from reoccurring. The overall applicant data provided in the Narrative Questions and various attachments must support the use of parallel crash data.

## **Special Instructions:**

Applicants are **required** to respond to question **1 or 2**, and have the **option** to respond to **both**.

Sub-questions 1 and/or 2 and 3 do not receive any points. The evaluator should verify that the required information in 1 and/or 2 and 3 is provided and complete. If the evaluator team determines the information is **incomplete, inconsistent, or has been manipulated** they should note this in their evaluation comments and the application should **not** receive full points for Part A.

The following “Minimum Requirements” must be met for the application to receive any of these points:

- Applicant must provide the output files from the new TIMS ATP tool (or they may use their own collision database data/software to produce equivalent documents).
- Only pedestrian and bicycle collisions are included.
- The output files provided by the Applicant must meet the following parameters:
  - The project’s “Influence Area”, as defined by the applicant and shown in the output documents, must be consistent with the project maps/plans attached to the application AND must be reasonable per the “Influence Area” guidance below.
    - Evaluators should consider point reductions for this question if the applicant included crash data that does not **reasonably** tie to the Influence Area of the proposed “safety” improvements AND the applicant does not provide a reasonable explanation for choosing the project location.
  - The collisions represent the most recent 5-11 years of available crash data. (Note: SWITRS and TIMS crash data is typically 1.5 to 2.5 years old before it is loaded into the crash database).
  - If the applicant does not use the TIMS ATP tool and instead uses their own collision database data/software, then the following additional checks and analysis must be done by the evaluators prior to awarding points:
    - Crashes are from official crash reports. The full crash reports do not have to be included, but their report number and agency must be identifiable.
    - Only pedestrian and bicycle crashes are included.
    - The number of crashes entered into the table is directly supported by both the map and the listing.
    - Attachments **must** be included to support alternative data (surveys, school policy or letter from school explaining policy to discourage walking and biking due to safety, etc.)
- The data entered in the application-table is accurate and reflects the documentation the applicant provides abiding to the above requirements.

## **Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- The applicant demonstrated that they **analyzed** the past crash/safety data to identify the **specific crash-type trends** which will likely occur in the future if no action is taken.
- The applicant demonstrated there are significant safety threats to pedestrians and/or bicycles which can be mitigated by ATP eligible improvements.

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<b>Points</b>	<b>Applicant’s ability to demonstrate the project location represents one of the agency’s top priorities for addressing ongoing safety. And applicant’s ability to demonstrate that they have analyzed their past Crash/Safety Data and the proposed safety improvements correspond to the types and locations of the past collisions.</b>
9-10 Points	<p>The applicant included a <u>Project Area Collision Map/Heat Maps</u> that demonstrates that the past collision locations are within the Influence Area of the proposed safety improvements. <u>Collision Summaries and collision lists/reports</u> demonstrate the overall number of collisions is significant and that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements, <b>OR</b> an applicant was able to <b>clearly and convincingly</b> explain <b>why</b> they are building the project despite the lack of collision data <b>and</b> why this location is one of the top safety concerns despite the collision history.</p> <p>The application <b>clearly and convincingly shows</b>:</p> <ul style="list-style-type: none"> <li>• That the past crash/safety data was analyzed by the applicant to identify the specific crash-type trends that will likely occur in the future if no action is taken,</li> <li>• Collision types and collision details will be positively impacted by the proposed safety improvements.</li> <li>• There are <b>significant</b> safety threats to pedestrians and/or bicycles that can be mitigated by ATP eligible improvements. <b>AND if applicable</b></li> <li>• For NI components – clearly explains how the project educates bicyclists, pedestrians, and/or drivers about safety hazards <b>and</b> encourages safe behavior, which <i>can include</i> enforcement.</li> </ul>
6-8 Points	<p><u>Project Area Collision Map/Heat Maps</u> demonstrates that <b>some</b> of the past collision locations are within the “<i>Influence area</i>” of the proposed safety improvements. <u>Collision Summaries and collision lists/reports</u> demonstrate the overall number of collisions is significant and that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements, <b>OR</b> an applicant was able to convincingly explain <b>why</b> they are building the project despite the lack of collision data <b>and</b> why this location is one of the top safety concerns despite the collision history.</p> <p>The application <b>convincingly shows</b>: that the past crash/safety data was analyzed by the applicant to identify the specific crash-type trends that will likely occur in the future if no action is taken,</p> <ul style="list-style-type: none"> <li>• Collision trends, collision types, and collision details will be somewhat impacted by the proposed safety improvements.</li> <li>• There are <b>moderate</b> safety threats to pedestrians and/or bicycles that can be mitigated by ATP eligible improvements. <b>AND if applicable</b></li> <li>• For NI components – moderately explains how the project educates bicyclists, pedestrians, and/or drivers about safety hazards <b>and</b> encourages safe behavior which <i>can include</i> enforcement.</li> </ul>

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3-5 Points	<p><u>Project Area Collision Map/Heat Maps</u> demonstrates that a <b>few</b> of the past collision locations are within the Influence Area of the proposed safety improvements. <u>Collision Summaries and collision lists/reports</u> demonstrate the overall number of collisions is significant and that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements, <b>OR</b> an applicant was able to somewhat explain <b>why</b> they are building the project despite the lack of collision data <b>and</b> why this location is one of the top safety concerns despite the collision history.</p> <p>The application <b>somewhat shows:</b> that the past crash/safety data was looked at by the applicant to identify the specific crash-type trends that will likely occur in the future if no action is taken,</p> <ul style="list-style-type: none"> <li>• Collision trends, collision types, and collision details will be <b>minimally</b> impacted by the proposed safety improvements.</li> <li>• There are <b>minimal safety</b> threats to pedestrians and/or bicycles that can be mitigated by ATP eligible improvements.</li> </ul> <p><b>AND if applicable</b></p> <ul style="list-style-type: none"> <li>• For NI components – minimally explains how the project educates bicyclists, pedestrians, and/or drivers about safety hazards <b>and</b> encourages safe behavior which <i>can include</i> enforcement.</li> </ul>
1-2 Points	<p><u>Project Area Collision Map/Heat Maps</u> demonstrates that a <b>few</b> of the past collision locations are within the Influence Area of the proposed safety improvements. <u>Collision Summaries and collision lists/reports</u> demonstrate the overall number of collisions is significant and that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements, <b>OR</b> an applicant was able to minimally explain <b>why</b> they are building the project despite the lack of collision data <b>and</b> why this location is one of the top safety concerns despite the collision history.</p> <p>The application <b>doesn't really show:</b></p> <ul style="list-style-type: none"> <li>• That the past crash/safety data was analyzed by the applicant to identify the specific crash-type trends that will likely occur in the future if no action is taken,</li> <li>• There are <b>almost no</b> safety threats to pedestrians and/or bicycles that can be mitigated by ATP eligible improvements.</li> </ul> <p><b>AND if applicable</b></p> <ul style="list-style-type: none"> <li>• For NI components – does not explain how the project educates bicyclists, pedestrians, and/or drivers about safety hazards <b>or</b> encourages safe behavior which <i>can include</i> enforcement.</li> </ul>
0 Points	<p>Evaluators can award a score of zero if they believe the application <b>does not provide any</b> verifiable data <b>AND</b> does not explain why the project location was chosen despite low collision history, <b>AND</b> does not provide any data-driven documentation to demonstrate that the proposed project represents one of the jurisdiction/community's highest safety needs <b>AND</b> does not demonstrate that collision trends, collision types, and collision details will be positively impacted by the proposed safety improvements, <b>AND</b> the applicant did not analyze their past collision/safety data or propose safety improvements that correspond to the types and locations of the past collisions.</p>

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### B. Safety Countermeasures (10 points max)

*Describe how the project improvements will remedy (one or more) potential safety hazards that contribute to pedestrian and/or bicyclist injuries or fatalities. Referencing the information you provided in Part A, demonstrate how the proposed countermeasures directly address the underlying factors that are contributing to the occurrence of pedestrian and/or bicyclist collisions.*

#### **Breakdown of points:**

The amount of points an applicant/project receives on Part B is not impacted by the number of “Potential safety hazards” and “Countermeasures” documented in the application.

- Applications only documenting one “Potential safety hazard” / “Countermeasure” have the potential of receiving full points **as long as** they can fully meet the scoring criteria and demonstrate that implementing only one countermeasure is appropriate to fully address the existing hazards.
- Applications documenting numerous “Potential safety hazards” / “Countermeasures” should not automatically receive additional or full points. It is up to the applicant to demonstrate that each safety hazard is relevant to the non-motorized users in the project limits and that **each** countermeasure being funded by the project is **necessary** to mitigate the potential for future crashes.
- Projects that appear to include elements/costs with few or no safety benefits should **not** receive as many points as projects with highly effective & efficient use of limited funding.

#### **Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- Evaluate the level to which the applicant demonstrated that they analyzed the past crash/safety data trends and appropriately selected safety countermeasure(s) with **proven track record(s)** for addressing the past trends.
  - Safety countermeasures can include both on-road improvements, as well as separated paths and trails.
- Evaluate the level to which the applicant demonstrated that each proposed safety countermeasure(s) is appropriate to mitigate the potential for future non-motorized crashes in the area of the project.

Points	Applicant’s ability to demonstrate the project will remedy (one or more) potential safety hazards with the project limits.
9-10 Points	<p><b>The applicant clearly and convincingly demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• the proposed countermeasure(s) have a <b>proven track record</b> for addressing the past crash/safety needs addressed in Part A,</li> <li>• the applicant has described remedies for <b>each</b> need addressed in Part A, <b>AND</b></li> <li>• the proposed implementation of the countermeasure(s) should <b>fully mitigate</b> the potential for future non-motorized crashes in the area of the project.</li> </ul>
6-8 Points	<p><b>The applicant demonstrates fairly well</b> that:</p> <ul style="list-style-type: none"> <li>• the proposed countermeasure(s) have a <b>proven track record</b> for addressing the past crash/safety needs addressed in Part A, <b>AND</b></li> <li>• the proposed implementation of the countermeasure(s) should <b>significantly (but not fully) mitigate</b> the potential for future non-motorized crashes in the area of the project.</li> </ul>



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3-5 Points	<p><b>The applicant adequately demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• the proposed countermeasure(s) can address the past crash/safety needs addressed in Part A, <b>AND</b></li> <li>• the proposed implementation of the countermeasure(s) should <b>somewhat mitigate</b> the potential for future non-motorized crashes in the area of the project.</li> </ul>
1-2 Points	<p><b>The applicant minimally demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• the proposed countermeasure(s) can address the past crash/safety needs addressed in part A, <b>AND</b></li> <li>• <b>there are doubts</b> as to whether the implementation of the proposed countermeasure(s) will mitigate the potential for future non-motorized crashes in the area of the project.</li> </ul>
0 Points	<p>Evaluators can award a score of zero if they believe that the application <b>does not</b> in any way prove the safety need of the proposed project and the countermeasures explained do not have the potential to mitigate future collisions.</p>

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## **QUESTION #4: PUBLIC PARTICIPATION and PLANNING (0-10 POINTS)**

*Describe the community based public participation process that culminated in the project.*

*A. What is/was the process of defining future policies, goals, investments and designs to prepare for future needs of users of this project? How did the applicant analyze the wide range of alternatives and impacts on the transportation system to influence beneficial outcomes? (3 points max)*

### **General Guidance on stakeholders and their involvement in a project:**

There is a difference between outreach and engagement. Applicants that engage constituents should receive a higher score than those that conduct only outreach.

- **Engagement:** is a two-way process, involving inclusive interaction and listening, with the goal of generating mutual benefit and agreement on a project. Engagement allows stakeholders to initiate input, provide input that may change the design or the scope of the project.
- **Outreach:** is a way to connect, inform, and get feedback from stakeholders. Outreach does not always allow for changes to the design or scope of a project; it is akin to an in-depth and well-informed marketing campaign to a targeted audience.

### **Special Instructions & Expectations for Evaluators:**

The level of expected planning for a project is **directly connected** to the **magnitude and complexity** of the proposed changes/designs and to the impacts to the overall active transportation network.

- Projects with larger scopes and costs should demonstrate a more extensive internal planning process, including the analysis of a wide range of alternatives.

The following checks and analysis must be done by the evaluator prior to awarding points:

- Consider the level to which the applicant demonstrated the agency's active transportation technical planning conducted as part of developing and refining of the project scope.
- Consider the level to which the technical planning considered both existing and future needs of the project users and transportation system.
- Consider whether or not the outreach and engagement process was ongoing and shows **continued** stakeholder support.
  - Outreach and engagement from previous Plans can be cited, but applicants should explain how it was determined that this project was still a high priority for the community, especially for larger projects.
- Consider the level to which the process was effectively integrated into the public participation process.

Points	<b>Applicant's ability to demonstrate the public participation process will be utilized as part of the development of a plan.</b>
3 Points	<p><b>The applicant clearly and convincingly demonstrates that:</b></p> <ul style="list-style-type: none"> <li>• The project scope was developed through a comprehensive technical planning process appropriate for the complexity and magnitude of the project, and that allowed for public input to shape the project,</li> <li>• The planning process considered the existing and future needs of the project users and transportation system,</li> <li>• The outreach and engagement process utilized has been ongoing and shows <b>continued</b> stakeholder support,</li> <li>• The planning process was effectively integrated into the public participation process.</li> </ul>

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2 Points	<ul style="list-style-type: none"> <li>• The project scope was developed through a <b>sufficient</b> technical planning process (appropriate for the complexity and magnitude of the project)</li> <li>• The planning process considered the existing and future needs of the project users and transportation system</li> <li>• The outreach and engagement process utilized shows <b>continued</b> stakeholder support,</li> <li>• The planning process was effectively integrated into the public participation process.</li> </ul>
1 Point	<ul style="list-style-type: none"> <li>• The project scope was developed through a <b>poor</b> technical planning process (<b>not appropriate</b> for the complexity and magnitude of the project)</li> <li>• The planning process <b>marginally</b> considered the existing and future needs of the project users and transportation system</li> <li>• The outreach and engagement process did not utilize ongoing and does not show <b>continued</b> stakeholder support,</li> <li>• The planning process was <b>not effectively</b> integrated into the public participation process.</li> </ul>
0 Points	Evaluators can award a score of zero if they believe that the application <b>does not</b> in any way prove the project scope is a result of technical planning and <b>does not</b> in any way consider the existing and future needs of the project users.

*B. Who: Describe who was/will be engaged in the identification and development of this project and how they were engaged. Describe and provide documentation of the type, extent, and duration of outreach and engagement conducted to relevant stakeholders. (3 points max)*

**General Guidance on stakeholders and their involvement in a project:**

- Public stakeholders can include, but are not limited to, residents, targeted end users, community leaders, elected officials, advocacy organizations, local businesses, and members of vulnerable or underserved populations (i.e. elderly, youth, physically and/or mentally disabled, members from disadvantaged communities, etc.)
  - Consider the level to which the attachments show the applicant engaged the disadvantaged community the project is supposed to be benefitting (when applicable).
  - Were the stakeholders allowed to give input that changed the project?
- Governmental stakeholders can include other departments, agencies, jurisdictions, etc. impacted by the proposed project that are NOT the applicant (these can include, but are not limited to law enforcement, transportation, local health department, schools/school districts, emergency services, metropolitan planning organization, etc.)
- Meetings and/or events. How many were held to engage stakeholders is key to Public Participation? These can include, but are not limited to:
  - **The type of meetings or events:** open houses, community charrettes, city council meetings, planning commission meetings, tables or booths at farmer’s markets, door-to-door solicitation, etc.
  - **How the meetings or events were noticed:** local newspaper, county website, on the radio, Facebook, Twitter, at school parents group meetings, at church, local publications in other languages, flyers, etc.
  - **How the meetings or events were documented:** Meeting sign-in sheets, meeting notes, letters of support, photos, etc.
  - **Where the meetings or events took place:** school, community center, city council hall, etc.
  - **The accessibility of the meetings or events:** accessible by public transportation, translation services provided, child care provided, time of day the meetings or events were held that best meet the needs of the community, food provided, etc.
  - **The stakeholders’ involvement in the decision-making body:** technical advisory committee, citizens’ advisory committee, etc.

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### Special Instructions & Expectations for Evaluators:

- Points should be awarded based on the extent that the relevant stakeholders were engaged in the development of the project and the level of community outreach and meeting/event accessibility
- The level of expected public outreach and participation for a project is **directly connected** to the magnitude and complexity of the proposed project and the community characteristics being served and/or impacted by the project.
- Consider **all** attachments the agency provided in connection with this sub-question, including but not limited to: any applicable public outreach process/proposal/plan, links to websites, meeting agenda, meeting sign-in sheet, meeting minutes, public service announcements, letters of support, photos, surveys, etc.
  - IF an applicant **did not attach ANY** documentation to show a thorough and effective public engagement process the application should **not** receive full points.
- Consider the extent that the relevant stakeholders were engaged in the development of the project and the level of community outreach and meeting/event accessibility in relation to the **magnitude and complexity** of the proposed project and the community characteristics being served and/or impacted by the project, and how recent the latest outreach was held.
- Additional consideration can be given for documented outreach which has been ongoing for a longer duration.

Points	<b>Applicant's ability to demonstrate <i>who</i> participated in the public participation process that took place in development of the proposed project, including documentation of the outreach and engagement conducted.</b>
3 Points	<p><b>The applicant clearly and convincingly:</b></p> <ul style="list-style-type: none"> <li>• Describes <b>who</b> was engaged in the identification and development of the project,</li> <li>• Documents that the engagement included <b>all</b> appropriate levels of public and governmental stakeholders,</li> <li>• Shows that the stakeholders engaged was/is <b>appropriate for the magnitude</b> of the project,</li> <li>• <b>Documented</b> the outreach and engagement,</li> <li>• Shows in the <b>attachments</b> that the applicant <b>fully</b> engaged the stakeholders the project is supposed to be benefitting, including the disadvantaged community (when applicable),</li> <li>• Explains that the meetings and events were <b>fully</b> accessible and effectively engaged <b>all</b> project stakeholders.</li> </ul>
2 Points	<p><b>The applicant sufficiently:</b></p> <ul style="list-style-type: none"> <li>• Describes <b>who</b> was engaged in the identification and development of the project,</li> <li>• Documents that the engagement included <b>all</b> appropriate levels of public and governmental stakeholders,</li> <li>• Shows that the stakeholders engaged was/is <b>appropriate for the magnitude</b> of the project,</li> <li>• <b>Documented</b> the outreach and engagement,</li> <li>• Shows in the <b>attachments</b> that the applicant <b>sufficiently</b> engaged the stakeholders the project is supposed to be benefitting, including the disadvantaged community (when applicable),</li> <li>• Explains that the meetings and events were accessible and effectively engaged <b>some</b> project stakeholders.</li> </ul>

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1 Point	<p><b>The applicant minimally addresses between 1-2 items:</b></p> <ul style="list-style-type: none"> <li>• Describes <b>who</b> was engaged in the identification and development of the project,</li> <li>• Documents that the engagement included public and governmental stakeholders,</li> <li>• Shows that the stakeholders engaged was/is <b>appropriate for the magnitude</b> of the project,</li> <li>• <b>Documented</b> the outreach and engagement,</li> <li>• Shows in the <b>attachments</b> that the applicant engaged the stakeholders the project is supposed to be benefitting, including the disadvantaged community (when applicable),</li> <li>• Explains that the meetings and events were accessible and engaged stakeholders.</li> </ul>
0 Points	<p>Evaluators can award a score of zero if they believe that the application <b>does not</b> in any way describe and documents the outreach and engagement <b>and does not</b> specify the stakeholders that were engaged <b>and</b> no attachments are included.</p>

*C. What: Describe the feedback received during the stakeholder engagement process and describe how the public participation and planning process has improved the project's overall effectiveness at meeting the purpose and goals of the ATP. (2 points max)*

**Breakdown of points:**

- The extent that the public participation and planning process was utilized to identify the highest community/regional active transportation priorities and to ensure the effectiveness of the project at meeting the purpose for the ATP through the use of stakeholder feedback.
- The magnitude to which the project represents a high local-community vs. regional priority.
- The extent to which the public participation was utilized to inform the identification of the project and/or allow for changes (if needed) and feedback on the scope and/or design of the project.

**Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- Give consideration to all attachments the agency provided in connection with this sub-question, including but not limited to: any applicable meeting minutes, letters of support, new alternatives or revisions that were identified, etc.
- Consider the level to which the letters of support emphasize that the project represents the top or one of the top active transportation priorities for the community, targeted end users, or public stakeholders.
- Consider the extent that the public participation and planning process was utilized to:
  - Improve the effectiveness of the project;
    - Were changes made to the original design based on feedback?
    - What were priorities for the community being engaged and how were those priorities implemented in the design?
  - Ensure the project is one of the highest community/regional active transportation priorities.
- Consider the magnitude of the proposed project when considering the extent to which the project represents one of the highest community/regional active transportation priorities.

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Points	Applicant's ability to demonstrate that feedback was received and how it was/will be used to improve the project's overall effectiveness.
2 Points	<p><b>The applicant clearly and convincingly demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• The project scope is <b>fully</b> supported by the feedback received during the public participation and planning process,</li> <li>• This process was <b>fully</b> utilized to identify and improve the project's overall effectiveness,</li> <li>• The public participation and planning process was <b>fully</b> utilized to ensure the project is one of the highest community vs. regional active transportation priorities.</li> </ul>
1 Point	<ul style="list-style-type: none"> <li>• The project scope is <b>somewhat</b> supported by the feedback received during the public participation and planning process,</li> <li>• This process has <b>somewhat</b> improved the project's effectiveness</li> <li>• The project <b>may or may not</b> be one of the highest community vs. regional active transportation priorities.</li> </ul>
0 Points	Evaluators can award a score of zero if they believe that the application <b>does not</b> in any way prove project scope is supported by the feedback received during the public participation and planning process, <b>AND</b> the project is not a high community vs. regional active transportation priority.

*D. Describe how stakeholders will continue to be engaged in the implementation of the project. (1 point max)*

Points	The applicant's ability to demonstrate that stakeholders will continue to be engaged in the implementation of the project/program/plan.
1 Point	<b>The applicant demonstrates</b> that project stakeholders will continue to be engaged in the implementation of the project/program/plan.
0 Points	Evaluators can award a score of zero if they believe that the application <b>does not</b> demonstrate that project stakeholders will continue to be engaged in the implementation of the project/program/plan.

*E. This project is specifically listed in an approved Transportation Plan. (1 point max)*

Points	This project is specifically listed in an approved Transportation Plan
1 Point	This project is <b>specifically</b> listed in an approved Transportation Plan.
0 Points	This project is <b>NOT specifically</b> listed in an approved Transportation Plan.

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## **QUESTION #5: CONTEXT SENSITIVE BIKEWAYS/WALKWAYS AND INNOVATIVE PROJECT ELEMENTS (0-5 POINTS)**

### **A. Context sensitive bikeways/walkways**

*How are the “recognized best” solutions employed in this project appropriate to maximize user comfort and for the local community context?*

*As you address this question consider the following:*

- *The posted speed limits and actual speed,*
- *The existing and future motorized and non-motorized traffic volume,*
- *The widths for each facility,*
- *The amount of physical separation from vehicular traffic*
- *The adjacent land use, and*
- *How the project is advancing a low(er) stress environment on each facility or a low stress network*
  - *What is the current stress level? (low, medium or high)*
  - *If the stress level is medium or high, is the project going beyond minimum design standards to maximize potential users of all ages and abilities?*

### **B. Innovative Elements**

*Does this project propose any solutions that are new to their region? Were any innovative elements considered, but not selected? Explain why they were not selected.*

### **Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- The project satisfies the purpose and needs of a full range of stakeholders.
- The project is a safe facility for both the user and the community.
- The project is in harmony with the community, and it preserves environmental, scenic, aesthetic, historic, and natural resource values of the area.
- The project exceeds the expectations of both designers and stakeholders and achieves a level of excellence in people's minds.
- The project involves efficient and effective use of the resources (time, budget, community) of all involved parties.
- The project is designed and built with minimal disruption to the community.
- The project is seen as having added lasting value to the community.

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Points	The applicant's ability to demonstrate that the "recognized best" solutions employed in this project are appropriate to maximize user comfort and appropriate to the local community context. AND the applicant's ability to explain what innovative elements are being utilized, or <i>why</i> innovative elements were <i>not</i> selected.
5 Points	<p><b>The applicant clearly and convincingly demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• Recognized best solutions were employed in this project, and</li> <li>• The project is proposing innovative solutions to best address the project's issues/needs,</li> </ul> <p style="text-align: center;"><b>or</b></p> <ul style="list-style-type: none"> <li>• Recognized best solutions were employed and innovative elements were considered; and the reason for not selecting the innovative elements is <b>very clear and compelling</b>.</li> </ul>
3-4 Points	<ul style="list-style-type: none"> <li>• Recognized best solutions were employed in this project, and/or</li> <li>• The project is proposing innovative solutions,</li> </ul> <p style="text-align: center;"><b>or</b></p> <ul style="list-style-type: none"> <li>• Viable innovative elements were considered and the explanation for not selecting the innovations is noted.</li> </ul>
1-2 Points	<ul style="list-style-type: none"> <li>• Recognized best solutions were employed, <b>and/or</b></li> <li>• Innovative elements were considered but not selected and no explanation was given.</li> </ul>
0 Points	<p>Evaluators can award a zero if the solutions <b>are not appropriate</b> to maximize user comfort, and innovative solutions <b>were not proposed</b>, or the reason for not selecting the innovations was <b>not explained</b>.</p>



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### **QUESTION #6: TRANSFORMATIVE PROJECTS (0-5 POINTS)**

*A. Describe how your project will transform the non-motorized environment? Address the potential for this project to support existing and planned housing, especially affordable housing.*

*B. Describe how other new or proposed funded projects or policies in the vicinity of this project will attribute to the transformative nature of this project?*

*As you address this question consider project types (including the following):*

- *Transit*
- *Land Use*
- *Overall non-motorized network*

*For funded projects please attach one of the following:*

- *The meeting minutes voting to fund the project, or*
- *The approved environmental document*
- *Other important documentation demonstrating the transformation*

### **Special Instructions & Expectations for Evaluators:**

The following checks and analysis must be done by the evaluator prior to awarding points:

- What local adopted policies are in place to support the project's potential to create transformative mode-shift?
- Samples of adopted policies which impact the non-motorized environment are attached.
- Goals, objectives, and performance measures for a complete walking and/or biking network i.e. Complete Streets policy.
- Goals, objectives, and performance measures for reducing pedestrian and/or bicyclist fatalities and serious injuries.
- Land use zoning, and other development standards.
- Supportive policy tools, such as planning checklists, project development checklists, and facility design guidelines.
- Is there potential for the project to support existing and planned housing, especially affordable housing addressed?

Points	<b>Transforming the non-motorized environment and how other new or proposed funded projects or policies in the vicinity of this project will attribute to the transformative nature of this project</b>
5 Points	<p><b>The applicant clearly and convincingly demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• The project is transforming the non-motorized environment, and/or</li> <li>• This project is being combined with other projects or policy(ies) to make a transformative change,</li> <li>• The applicant <b>clearly</b> addressed the potential for the project to support the existing and planned housing developments, especially affordable housing.</li> </ul>
3-4 Points	<p><b>The applicant sufficiently demonstrates</b> that:</p> <ul style="list-style-type: none"> <li>• The project is transforming the non-motorized environment, and/or</li> <li>• This project is being combined with other projects or policy(ies) to make a transformative change,</li> <li>• The applicant addressed the potential for the project to support the existing and planned housing developments, especially affordable housing.</li> </ul>

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1-2 Points	<p><b>The applicant somewhat demonstrates</b> that:</p> <ul style="list-style-type: none"><li>• The project is transforming the non-motorized environment and/or</li><li>• This project is being combined with other projects or policy(ies) to make a transformative change</li><li>• The applicant <b>did not adequately</b> address the potential for the project to support the existing and planned housing developments, especially affordable housing.</li></ul>
0 Points	<p>Evaluators can award a zero if the applicant <b>could not show</b> that the project will have a transformative effect on the non-motorized environment.</p>

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## **QUESTION #7: SCOPE AND PLAN LAYOUT CONSISTENCY AND COST EFFECTIVENESS** **(0-7 POINTS)**

### **A. Evaluators will consider the following:**

- *Consistency between the Layouts/maps, Engineer's estimate and Proposed scope*
- *Compliance with the Engineer's Checklist and cost effectiveness*
- *Complete project schedule*

### **Breakdown of points:**

Applicants are required to complete Attachment B as part of all Infrastructure and 22-R for combination (Infrastructure & Non-Infrastructure) applications.

Evaluators will consider the following:

- Consistency between the Layouts/Maps, Engineer's estimate and Proposed Scope
  - The layouts should clearly show all of the proposed scope (the scale should be appropriate)
    - The evaluator should easily be able to determine if improvements are on one or both sides of the roadway or at all corners of an intersection such as for bulb outs.
    - Are the right-of-way lines shown? Especially if the improvements are outside of the existing facilities. Are existing power poles and other utilities shown?
    - Was a cross section included showing the existing facilities and how the improvements will meet the existing facility?
    - Does the supplied cross section resemble the location? Or if existing facility widths differ, are there cross sections for them?
    - For Combo Projects (Projects with Infrastructure (IF) and Non-Infrastructure (NI)), evaluators will also consider the Exhibit 22-R for a complete, clear, and detailed scope.
- Compliance with the Engineer's Checklist
  - Were items checked as completed that are not shown in the documents?
  - New traffic signals require a traffic warrant showing that the signal is needed. Is/are the warrants attached?
  - For Combo Projects, evaluators will also consider the Exhibit 22-R for compliance with Non-Infrastructure Guidance.
- Complete Project Schedule
  - Does the schedule allow adequate time to complete each phase, including:
    - Environmental studies, if needed?
    - Acquisitions and Utility relocations, if needed?
  - For Combo Projects, evaluators will also consider how the NI phase coordinates with IF phases and if it is a school program, coordination with school schedules.

### **Special Instructions & Expectations for Evaluators:**

If the applicant failed to follow any directions in filling out the Engineer's checklist and associated attachments, the evaluator should **not give full points** for this sub-question.

**Note** – A project's cost effectiveness is considered to be the **relative costs** of the project in comparison to the **project's benefits** as defined by the purpose and goals of the ATP. This includes the consideration of the safety and mobility benefit in relation to both the total project cost and the funds provided. The application should show that consideration was given to the project's cost effectiveness. Did the applicant:

- Show that the project will meet the non-motorized needs for users of a wide range of ages and abilities?
- Exhibit a balance between utility and aesthetics?
- Taken systematic approach to analyzing strengths and weaknesses of various alternatives and has selected the alternative that will provide the highest benefits for the lowest cost?

## 2021 Active Transportation Program Large Infrastructure Scoring Rubric

Points	Evaluating Layouts/Maps
4 Points	The submitted layouts/maps are <b>complete, clear, and provide sufficient</b> detail to determine the full scope of the proposed project.
2-3 Points	The submitted layouts/maps contain <b>enough detail and/or organization</b> to outline the various elements of the proposed project; but may be unclear in some areas.
1 Point	The submitted layouts/maps are <b>poorly developed or vague</b> in outlining the various elements of the proposed project.
0 Points	The applicant <b>failed to provide</b> layouts/maps.

Points	Evaluating Engineer's Estimate
2 Points	The submitted estimate is <b>thorough and consistent</b> with the elements and phases of the proposed project; and the cost effectiveness is apparent.
1 Point	The submitted estimate <b>lacks sufficient detail</b> but is mostly consistent with the proposed project and/or the cost effectiveness is not as apparent.
0 Points	The applicant <b>failed to provide</b> an estimate that matches the proposed elements, and/or the project is not cost effective.

Points	Evaluating the Project Schedule
1 Point	The submitted schedule <b>fully incorporates</b> necessary phases and provides adequate time to complete the phases (PA&ED, PS&E, ROW, CON and CON-NI).
0 Points	The submitted schedule <b>failed to incorporate</b> necessary phases and/or <b>does not provide</b> adequate time to complete the phases (PA&ED, PS&E, ROW, CON and CON-NI).

## 2021 Active Transportation Program Large Infrastructure Scoring Rubric

### **QUESTION #8: LEVERAGING FUNDS (0-5 POINTS)**

#### **Breakdown of points:**

Points will be awarded based on the amount of the **non-ATP** funding pledged to the project.

The Commission will only consider cash funds for leveraging. Pre-construction phases funded by the local agency will be considered for leveraging even if the funds were expended before the application deadline.

Except for State Transportation Improvement Program funding, the Commission will only consider funds that are not allocated by the Commission on a project specific basis as eligible funds for leveraging points. The Commission will not consider in-kind or non-infrastructure funds as eligible for leveraging.

The program of projects for each fiscal year will include, for each project, the amount to be funded from the ATP and the estimated total cost of the project. In the case of a large project delivered in segments, the program of projects will include the total cost of the segment for which ATP funds are requested.

<b>Points</b>	<b>Amount Leveraged</b>
1 Point	At least 1% to 5% of total project cost
2 Points	More than 5% to less than 10% of total project cost
3 Points	More than 10% to 15% of total project cost
4 Points	More than 15% to 20% of total project cost
5 Points	More than 20% of total project cost

- **Applications submitted by Tribal Governments (federally recognized Native American Tribes) will be awarded five leveraging points.**
- **Applicants must attach something to show proof of leveraging. This documentation can include: Meeting Minutes, Board Resolution, a Letter of Commitment from the Agency, etc.**