

OBAG 2 Application Instructions

Required Attachments: *If an agency is submitting multiple applications, an application for each project should be submitted, however, it is not necessary to provide multiple copies of the required elements. Please submit ONE copy of required elements. All sponsors must have adopted a Complete Streets Resolution incorporating MTCs nine required complete streets elements or have adopted a significant revision to the General Plan Circulation element after January 1, 2010 that complies with the Complete Streets Act of 2008.*

Project Sponsor: Please indicate the Agency sponsoring the project. Agency must have a master agreement with Caltrans to be eligible to receive federal transportation funds.

Single Point of Contact: Agencies must choose ONE single point of contact for all Federal Highway Administration (FHWA) funded projects, per MTC project and delivery monitoring requirements. Please update FMS if an agency's single point of contact has changed.

Email/Phone: Please provide the email address and primary phone number for the single point of contact listed above.

Project Title: Please provide the project title. If project is a LSRP project please use "Year Rehabilitation of Various Streets in *X jurisdiction*" for the title. Use the expanded project location category below to outline street names and segments. When projects are programmed into MTC's Fund Management System (FMS) this will facilitate minor scope changes to project without the need for a full Federal Transportation Improvement Program (FTIP) amendment.

Project Location/Description: Please provide an expanded project description of your proposed project, including if applicable, street names, PDA name, how project focuses growth of PDA and proposed improvements.

Project Type: Please indicate the Project Type by checking the appropriate box listed. Please also indicate the percentage of each project type if you are applying for more than one. The fund sources available are Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Transportation Enhancement Funds (TE). If applying for a project to be funded with CMAQ, please indicate if the project is located within the Bay Area Air Quality Management District (BAAQMD) boundaries. If applying for STP/CMAQ funds for roadway improvements, projects must be Federal Aid eligible roadways. Bicycle and Pedestrian improvements do not need to be located on federal aid eligible roadways, however, they must be included in the Countywide Bike Plan. CMAQ funds may NOT be used for routine maintenance of

bicycle and pedestrian facilities. CMAQ funds may be used if substantially upgrading bicycle and pedestrian facilities where improvements will substantially increase use (dirt path to paved pathway, etc). Please see the links for more information on STP and CMAQ eligibility criteria:

STP: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g04stp.pdf

CMAQ: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g05cmaq.pdf

RTP ID#: Please identify the RTP identification number. See attached list.

RTP Goals: Please identify the relationship of the proposed project to meeting the goals of the MTC Regional Transportation Plan (Plan Bay Area). See attachment. Also please check all the boxes of the listed RTP goals that apply to the proposed project.

Guidance to questions 1-16

1. **Regional Delivery Deadlines:** Please indicate (Yes or No) if sponsor agency has failed to meet regional delivery deadlines (as defined in MTC Resolution 3606) in the last three years.
2. **Project Map:** Please indicate (Yes or No) if a Project Map is attached to the current OBAG application. Project Map (including Priority Development Area (PDA) boundaries) should show the project location, including street names and boundaries of any PDA, if being served. Applications without a project map will be rejected.
3. **Priority Development Areas:** Please indicate (Yes or No) if the proposed project is located within an approved Priority Development Area (PDA), Rural Investment Area (RIA), or Employment Center boundary. See <http://arcg.is/2fS9kDI> If yes, skip to #10.
4. If the proposed project is not within an approved PDA boundary, please indicate (Yes or No) if the project serves a PDA.
5. If the project serves a PDA, please explain how it serves the PDA in detail (ex: provides bike path from residential neighborhood to school located in PDA; improves streets leading to shopping or services located in PDA; provides transit stops within reasonable walking distance to goods and services in PDA, etc).
6. **Public Outreach:** Please indicate (Yes or No) per Title VI, if any public outreach was done as part of project development by sponsor agency specifically for the proposed project. Please attach documentation in the form of a MS Word document or Adobe pdf that include dates of any meetings held, the number of participants that attended the meetings, whether alternative language services were included and what the public notification process entailed (local

newspaper public notice, web posting, radio spots, bus advertisements etc.). Points will be awarded as follows (no public outreach = 0, general public outreach, as for a CIP or other = 1, project specific outreach = 2).

7. **Funding Estimates:** please provide project total cost (rounded to the nearest thousand dollars). Please indicate the federal fiscal year (FFY) and phase in which sponsor jurisdiction is requesting the funding be programmed (in the appropriate column). Federal fiscal year runs from October 1 through September 30. Please note that no programming will be available for FFY17/18, as only regional programs will receive funding in that year. ONLY Preliminary Engineering funds will be programmed in FFY 18/19 unless a jurisdiction can demonstrate federal environmental compliance and 100% completed Design and Right-of-Way phases. See number 14 below for more on phases. FFY 18/19 the deadline for completing a field review with Caltrans Local Assistance is October 30, 2018. Preliminary Engineering consists of scoping, environmental, design (or PS&E) and right-of-way phases. Construction/Construction Engineering are programmed separately. Field reviews should be completed or scheduled with Caltrans in 2018 and 2019 even if funding is not programmed until subsequent fiscal years. This is to allow adequate time for project development and completion of the environmental process. Deadlines for submittals of COMPLETE Requests for Authorization (RFA) and receipt of Authorization to Proceed (E-76) for each federal fiscal year (FFY) are listed below:

- FFY 18/19 RFA package to Caltrans Local Assistance is November 1, 2018. E-76 from FHWA: January 31, 2019.
- FFY 19/20 RFA package to Caltrans Local Assistance is November 1, 2019. E-76 from FHWA: January 31, 2020.
- FFY 20/21 RFA package to Caltrans Local Assistance is November 1, 2020. E-76 from FHWA: January 31, 2021.
- FFY 21/22 RFA package to Caltrans Local Assistance is November 1, 2021. E-76 from FHWA: January 31, 2022.

Please also note that all OBAG projects will require a minimum 11.47% local match. In order to determine the amount of federal funding requested and the amount of match, please estimate the total project cost, and then multiply by 11.47% to determine the minimum match amount. ONLY funds expended AFTER federal authorization to proceed is received are eligible for reimbursement*.

**Unless "Advanced Construction" is secured. See Local Assistance Procedures Manual for details*

Please also indicate the amount of matching funds per source. Be specific about the source of matching funds (EXAMPLE: Flowerfield Apartment Mitigation Funds \$20K, or General Fund allocation \$500K).

8. Connections to Local Land Use:

a. High Impact Areas are defined as:

- PDAs taking on significant housing growth (total number of units) in the Sustainable Communities Strategy (SCS) including RHNA allocations, as well as housing production, especially those PDAs that are delivering large numbers of very low, low and moderate income housing units;
- Dense job centers in proximity to transit and housing (both current levels and those included in the SCS) especially those which are supported by reduced parking requirements and Travel Demand Management (TDM) programs;
- Improved transportation choices for all income levels (reduces VMT), proximity to quality transit access, with an emphasis on connectivity (including safety, lighting, etc.)

8b. Communities of Concern (COC) as defined by MTC: See the following map for Sonoma County COCs <http://scta.ca.gov/planning/comprehensive-transportation-plan/sonoma-disadvantaged-communities/>

8c. Indicate if the project is within a PDA with affordable housing preservation, creation strategies and community stabilization policies. Provide references.

8d. See Bay Area Air Quality Management District website for Planning Healthy Places Guidelines: <http://www.baaqmd.gov/plans-and-climate/planning-healthy-places>.

8e. Indicate if the project is located in PDAs that overlap or are co-located with populations exposed to outdoor toxic contaminants or freight transportation infrastructure.

8f. Please check each of the boxes that apply to regulations or policies employed within the sponsor jurisdiction and provide reference (not necessarily full text) of where this policy is located (ie General Plan, City Ordinance, Council Resolution number, etc.). For each three policies chosen, 1 point will be awarded. If “other” is chosen please indicate how the policy applies to anti-displacement. If policy not listed in application is specific to anti-displacement, an additional point for that policy may be awarded. For those project sponsors (such as transit districts) which might occur in multiple jurisdictions, all the policies in all the jurisdictions in question may be marked cumulatively on the application.

9. **a through j. Complete Streets Components** Please use the pull down menus to indicate all the applicable complete streets elements included as part of your proposed project. Options include sidewalks, ADA ramps, crosswalks, bulb outs, bike lanes, signage, signals, street furniture, bus stops, bus pull outs, bus routes, truck routes. Use box 11i to indicate “other” and 11j to list other elements not listed in the above pull-down menu.
10. **Schedule:** Please indicate the month and year beginning and end of each developmental phase Preliminary Engineering (Scoping, Environmental or ENV, Design or PSE), Right-of-Way or R/W, and Construction or CON (and Construction Engineering) of proposed project. If proposed project does not conform to the standard infrastructure milestones, please use the Construction phase (CON) to indicate your project implementation beginning and end.
- Project Delivery Milestones a through f.** Please indicate the dates upon which your agency anticipates achieving the listed milestones: Resolution of Local Support (must be completed by the time the FMS application is submitted to MTC), FMS application (to be submitted after SCTA approval of Program of Projects for OBAG), Field Review (see deadlines listed above in number 10), Request for Authorization (see deadlines listed above in number 10), Receipt of Authorization to Proceed or E-76 (see deadlines listed above in number 10). New to this application is the Cultural Resources record search date. This will help identify any valuable cultural resources early in the development process in order to avoid and protect such resources and avoid costly delays. 0-5 points will be awarded based on the demonstrated understanding of regional deadlines and deliverability of the project.
11. **Local Streets and Roads Preservation Projects** If the proposed project is a Local Streets and Roads Preservation project, please indicate the federal classification of each road proposed. If not LSRP project skip to number 15.
12. If an LSRP project, please indicate the number of lane miles of each road segment to be improved, including street name, length, and Pavement Condition Index of each segment.
13. If an LSRP project, please check the appropriate box to indicate which type of LSRP project is being proposed.
14. **Certified Pavement Management Program:** Transit Districts and Non-infrastructure projects may skip this question. Please indicate (Yes or No) if sponsor agency has an approved certified Pavement Management Program (PMP). Proposed LSRP projects from agencies without a certified PMP are ineligible for OBAG funding. Please provide the date of the last MTC certification of the PMP.
15. **Bicycle and Pedestrian Only Project or Non infrastructure Project:** this question allows non-road projects to garner the same number of total points as a LSRP projects. LSRP projects will not receive points on this question.