

Memorandum

To: Eligible Applicants
From: Dana Turréy, Transportation Planner
Re: Call for Projects for FYE 2022 Transportation Fund for Clean Air, County Program Manager
Date: February 8, 2021

**APPLICATIONS DUE TO DANA TURREY VIA EMAIL dana.turrey@scta.ca.gov
BY MARCH 5, 2021**

Call for Transportation Fund for Clean Air Projects

Eligible jurisdictions, per the Distribution Criteria below, are invited to submit applications for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for Fiscal Year Ending (FYE) 2022.

Distribution Criteria

In October 2006, the SCTA Board set the criteria to be used for the distribution of TFCA funding. This criteria was adjusted in December 2013 by the SCTA Board to include the City of Petaluma in part one of the distribution. The two-part distribution is as follows:

- 1) Sonoma County, City of Santa Rosa, and City of Petaluma receive guaranteed “off-the-top” funding for transit programs based on their annually-updated population totals; and
- 2) Jurisdictions within the Bay Area Air Quality Management District (BAAQMD) Air Basin – including, Windsor, Rohnert Park, Cotati, Sonoma, and Sebastopol are eligible to apply for a competitive portion of the funding.

By agreement, the jurisdictions in part one (1) of the TFCA distribution will submit applications for funding from the competitive portion only if the eligible cities do not put forth a sufficient package of qualified proposals to fully utilize the entire amount of available funding. The entire amount of funding must be programmed; BAAQMD does not allow the carryover of TFCA funds. If sufficient qualified proposals for the competitive portion of the funds are not received by the above application deadline, the jurisdictions with guaranteed funding in part one (1) of the distribution will be notified that these funds are available.

FY 2021-2022 TFCA Distribution

| Santa Rosa Transit | County Transit | Petaluma Transit | Competitive | Total Allocation |
|--------------------|----------------|------------------|-------------|------------------|
| 39.68% | 23.86% | 14.14% | 22.32% | 100% |
| \$207,843 | \$124,958 | \$74,066 | \$116,887 | \$523,754 |

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Project Types

Funds are available for the following project types:

- **Trip Reduction** - includes transit, shuttle, feeder bus, vanpool, carpool, rail-bus integration, telecommuting, congestion pricing, and other pilot projects.
- **Bicycle** - includes Class I, II, III, and IV bicycle facilities, bicycle parking, and bike share.
- **Clean Air Vehicle and Infrastructure** - includes alternative fuel vehicles, scrapping old vehicles, and alternative fuel infrastructure.
- **Arterial Management** - includes signal timing, transit signal preemption, and bus stop relocation.
- **Infrastructure Improvements for Trip Reduction** – physical improvements identified in approved plan, resulting in motor vehicle emission reductions (includes pedestrian improvements).
- **Engine Replacement (Repower) and Retrofit** - replace an old engine with a new, emission-certified engine or retrofit it with an emission control device.

General Requirements

- Consistency with TFCA County Program Manager Fund Policies for FYE 2022
- Interim reports due in October 2022 and each following October while project is active. Final reports due in May for projects closing the previous July through December or in October for projects closing the previous January through June.
- Administrative costs are eligible for administration of a program; however, funds may not be used for grant administration. Project sponsors may not use TFCA funds for grant application, administration, invoicing, or reporting. TFCA County Program Manager Fund Policy # 16, regarding administrative costs, refers to SCTA's administration of the program and does not include project sponsors.
- EV charging infrastructure funding is limited to public parking spaces reserved for EVs only

FYE 2022 Updates

In addition to minor technical updates, the Air District made the following updates to the TFCA County Program Manager Fund Policies in the FYE 2022 Guidance:

- Increased cost-effectiveness limit for alternative fuel infrastructure, shuttle/feeder bus service, infrastructure improvements for trip reduction, and arterial management
- Adjusted policy #6, Readiness, to allow more time for projects to commence
- Aligned bikeway projects with other infrastructure projects' requirement to complete all applicable environmental reviews before funds can be committed
- Added policy #34, Telecommuting, as a new project category
- Heavy-duty vehicle and infrastructure projects may now be co-funded with CARB's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project [HVIP].

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Approvals Process

The applications and a staff recommendation for Transportation Fund for Clean Air Program of Projects are presented to and approved by the SCTA Technical Advisory Committee (TAC) and the Transit Technical Advisory Committee (T-TAC). The SCTA Board must pass a resolution of approval for the TFCA Program of Projects, which is then submitted to the Bay Area Air Quality Management District (BAAQMD) for approval. *SCTA does not require local resolutions of support with project applications.*

Application Materials

1. Project Information Form
2. Cost Effectiveness Worksheet (*by project type: Trip Reduction, Arterial Management, Vehicles \leq 14,000 lbs., Vehicles $>$ 14,000 lbs., Electric-Vehicle Infrastructure*)
3. TFCA County Program Manager Fund Policies for FYE 2022 (Appendices D – H)

Application materials are available online at www.scta.ca.gov/projects/funding.

Application Instructions

Please submit the following application materials in Word and Excel formats via email to Dana Turrey at dana.turrey@scta.ca.gov.

1. Project Information Form (Word)
2. Cost Effectiveness Worksheets (Excel)
 - a. Use FYE 2022 worksheets. Do not use worksheets from prior years.
 - b. Fill out the following THREE (3) tabs in the Excel worksheet; (i) General Information, (ii) Emission Factors, (iii) Notes and Assumptions
 - c. Use TFCA County Program Manager Fund Guidance Appendix H as guidance to complete Cost Effectiveness Worksheets

Please direct questions to Dana Turrey at dana.turrey@scta.ca.gov.

FYE 2022 TFCA Schedule

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|---|--|---|
| February 8 | Call for Projects Released | |
| March 5 | Deadline for TFCA Project Application Forms to SCTA | |
| <i>If competitive portion is not fully subscribed (per distribution criteria)</i> | <i>March 9</i> | <i>Second Call for Projects Released, if applicable</i> |
| | <i>April 2</i> | <i>Deadline for TFCA Project Application Forms to SCTA for Second Call, if applicable</i> |
| April 14 / 22 | T-TAC and TAC reviews and recommends program of projects to SCTA Board | |
| May 10 | SCTA Board considers the FYE 2022 TFCA Program of Projects | |

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| May – August | Contract between BAAQMD and SCTA signed, then contracts between SCTA and Project Sponsors signed |
| Upon Contract Execution | Project expenses may be incurred |
| Upon SCTA’s Receipt of 1st Check from BAAQMD | Reimbursement requests may be processed. Funds must be expended within 2 years of receipt of 1st BAAQMD check received by SCTA (usually October-December). |