

## Memorandum

**To:** Eligible Transportation Development Act, Article 3 Applicants  
**From:** Dana Turrey, Senior Transportation Planner  
**Re:** Call for Projects - Transportation Development Act, Article 3, FY 24-25  
**Date:** March 1, 2024

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### **Project Applications due March 13, 2024**

#### Call for Bicycle and Pedestrian Projects:

Transportation Development Act (TDA) funds are generated from a statewide ¼ cent sales tax. Article 3 of TDA (TDA3) is a set-aside of approximately 2% of those funds for bicycle and pedestrian planning and projects. The Metropolitan Transportation Commission (MTC) administers TDA3, which is distributed based on population.

Sonoma County's incorporated cities/town and the County of Sonoma are eligible to apply. There are no matching requirements with this funding source. Projects are required to meet Caltrans safety design criteria and CEQA requirements; be completed within three years; be maintained; be consistent with adopted bicycle plans; and be authorized by a city/town council or county board. Projects are recommended by existing city, town, and county bicycle and pedestrian advisory committees (BPACs) or designated entity.

#### Eligible Project Types

The following project types are eligible for TDA3 funding:

1. Construction and/or engineering of a bicycle or pedestrian capital or quick build projects.
2. Maintenance of Class I shared-use paths and Class IV separated bikeways.
3. Bicycle and/or pedestrian safety education program (no more than 5% of county total).
4. Development of a comprehensive bicycle or pedestrian facilities plans (allocations to a claimant for this purpose may not be made more than once every five years).
5. Restriping Class II bicycle lanes and buffered bicycle lanes.

Funds may not be used for Class III projects on arterials or streets with posted speed limits above 25 mph.

Funding Available for Programming in FY 24-25 “Scorecard”

The table below shows the FY24-25 entitlement for each jurisdiction, which is based on the MTC fund estimate of new revenues, population and any funds banked or rescinded from previous years.

	Population 2023	Population %	Carryover	New \$	Estimate Available for FY 24/25
<b>Cloverdale</b>	8,787	1.84%	\$26,515	\$11,114	\$37,629
<b>Cotati</b>	7,360	1.54%	\$41,329	\$9,309	\$50,638
<b>Healdsburg</b>	10,914	2.28%	\$20,039	\$13,804	\$33,843
<b>Petaluma</b>	58,321	12.20%	(\$4,727)	\$73,765	\$69,038
<b>Rohnert Park</b>	43,693	9.14%	\$94,520	\$55,263	\$149,783
<b>Santa Rosa</b>	174,523	36.50%	(\$9,553)	\$220,739	\$211,186
<b>Sebastopol</b>	7,348	1.54%	\$9,467	\$9,294	\$18,761
<b>Sonoma</b>	10,677	2.23%	\$126,128	\$13,504	\$139,633
<b>Windsor</b>	25,560	5.35%	\$16,015	\$32,329	\$48,344
<b>County</b>	130,991	27.39%	\$831,759	\$165,679	\$997,438
<b>Total</b>	<i>478,174</i>	<i>100%</i>	<i>\$1,151,493</i>	<i>\$604,800</i>	<i>1,756,293</i>
<b>Countywide Programmable Total (less 3%)</b>					<b>\$1,745,608</b>

Banking Funds

Any unused funds will be carried over into future calls for projects. There is no limit to the number of years funds may be banked.

Advancing Funds

TDA3 funds may be advanced (“borrowed” from the countywide fund) for up to two years of projected entitlement plus the entitlement for the current year. This mechanism allows jurisdictions to gather sufficient amounts, from past and future entitlements, to fund projects. Programming in any given year, however, cannot exceed the sum of the total revenues available for programming in Sonoma County. To advance TDA3 funds, project sponsors must submit a request to advance funds to Dana Turrey at [dana.turrey@scta.ca.gov](mailto:dana.turrey@scta.ca.gov) by the deadline for this call for projects.

Application Information

Jurisdictions may prepare and discuss applications, in advance of the official Call for Projects. MTC’s TDA3 application form and model resolution document can be downloaded from this website:

<https://mtc.ca.gov/funding/regional-funding/tda-sta/bicycle-pedestrian-funds-tda-3>. One resolution may be

used for multiple projects with the same project sponsor. Map and documentation of environmental clearance (if applicable) shall be included for each project.

FY 2024-2025 TDA3 Schedule

<b>January 19</b>	“Pre-Call” including preliminary funding estimates, application and model resolution
<b>March 1</b>	SCTA issues TDA3 Call for Projects with final estimates
<b>March 13</b>	<b>Deadline for TDA3 Project Application Forms and any required environmental documentation, project maps, or supplemental materials to be submitted to Dana Turrey at <a href="mailto:dana.turrey@scta.ca.gov">dana.turrey@scta.ca.gov</a></b>
<b>March 26</b>	CBPAC meeting for review of project proposals and to make recommendation SCTA Project sponsors are requested to attend this meeting
<b>April 26</b>	Deadline for project sponsor’s council or board adopted resolutions Please send to Dana Turrey: <a href="mailto:dana.turrey@scta.ca.gov">dana.turrey@scta.ca.gov</a>
<b>May 13</b>	SCTA Board considers CBPAC recommendations and approves the FY23/24 TDA3 Program of Projects
<b>End of May</b>	Approved TDA3 Program of Projects and required supporting documentation submitted to MTC by SCTA
<b>May / June</b>	MTC reviews SCTA submittal
<b>July 1</b>	Funds available for approved projects

**General Project Sponsor Requirements:**

- Obtain approval of project prioritization from local Bicycle Advisory Committee (BAC). If the jurisdiction does not have a BAC and has designated the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) as its BAC, this approval will take place at the CBPAC along with approval of the program of projects.
- Obtain approval of project application from local Council/Board.
- Sponsors have three years to complete projects. Extensions are not allowed.
- Submit invoices via email to MTC Accounts Payable [acctpay@bayareametro.gov](mailto:acctpay@bayareametro.gov), with copies to Luis Garcia, MTC [lgarcia@bayareametro.gov](mailto:lgarcia@bayareametro.gov) and Dana Turrey, SCTA [dana.turrey@scta.ca.gov](mailto:dana.turrey@scta.ca.gov)
- Fiscal audit required in years funds are disbursed - see Sections 6664 and 6666 of the California Code of Regulation (CCR)
- A one-paragraph summary of work completed is required with the final invoice. If the project includes completion of a Class I, II, III or IV bicycle facility, this information should be added to Bikemapper or a request should be made to MTC to add it to Bikemapper <http://gis.mtc.ca.gov/btp/>.
- Notify SCTA by email of any changes to project or requests to rescind funding

**Attachments on website: <http://scta.ca.gov/projects/funding/>**

- TDA3 Model Resolution and Project Application Form
- MTC’s Resolution 4108 (June 26, 2013; revised 2/24/16, 12/16/20)