

## Memorandum

**To:** Eligible Applicants  
**From:** Dana Turréy, Senior Transportation Planner  
**Re:** Call for Projects for FYE 2023 Transportation Fund for Clean Air, County Program Manager  
**Date:** February 9, 2022

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**APPLICATIONS DUE TO DANA TURREY VIA EMAIL [dana.turrey@scta.ca.gov](mailto:dana.turrey@scta.ca.gov)  
BY MARCH 21, 2022**

### **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) 2023.

### **Background**

In 1991, the California State Legislature authorized the Air District to impose a \$4 surcharge on cars and trucks registered within the Air District's jurisdiction to provide grant funding to eligible projects that reduce on-road motor vehicle emissions. The statutory authority for the Transportation Fund for Clean Air (TFCA), and requirements of the program are set forth in California Health and Safety Code Sections 44241 and 44242. The SCTA programs local projects for the TFCA County Program Manager fund (40% of the total funding). The other 60% funds a regional program administered by BAAQMD.

### **Distribution Criteria**

In October 2006, the SCTA Board set the criteria for the distribution of TFCA funding to guarantee funding for ongoing bus transit programs. The SCTA Board adjusted this criterion in December 2013 to include Petaluma Transit in the guaranteed portion of the distribution. For the FYE 2023 Call for Projects, SCTA is issuing one single call for projects with no changes to the distribution or prioritization. The entire amount of funding must be programmed.

All applicants may submit proposals for this call for projects. Eligible applicants and the distribution are as follows:

### **Guaranteed Funding**

1. Local bus transit operators – Santa Rosa Transit, Sonoma County Transit, and Petaluma Transit – receive guaranteed “off-the-top” funding for transit programs based on their annually updated population totals.

**Competitive Funding**

1. Jurisdictions and other public entities with projects serving Windsor, Rohnert Park, Cotati, Sonoma, Sebastopol, or multiple jurisdictions within the Sonoma County BAAQMD air basin<sup>1</sup> receive priority for the competitive portion of the funding.
2. County of Sonoma, City of Santa Rosa, City of Petaluma may apply for the competitive portion of the funding; however, these applications will only be considered if competitive funds are not fully subscribed by projects in part one of the competitive funding distribution. Projects in the unincorporated County must be within the BAAQMD air basin.

If qualified applications are received above the amount of funding available for this year, SCTA may consider programming future funds for eligible projects through this Call for Projects.

**FYE 2023 TFCA Distribution**

Santa Rosa Transit	County Transit	Petaluma Transit	Competitive	Total Allocation
39.82%	23.66%	14.17%	22.34%	100%
\$239,827	\$142,525	\$85,343	\$134,570	\$602,265

**Project Types**

Funds are available for the following project types:

- **Trip Reduction** - includes transit, shuttle, feeder bus, first- and last-mile connections, vanpool, carpool, rail-bus integration, telecommuting, congestion pricing, transportation demand management, and other trip reducing pilot projects.
- **Bicycle** - includes Class I, II, III, and IV bicycle facilities, bicycle parking, or 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.

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<sup>1</sup> Projects must be within the BAAQMD air basin - [https://www.google.com/maps/d/u/0/viewer?amp%3Bmsa=0&mid=1gqmSHO264UhqsK9iCKm\\_SCq6aRY&ll=38.15517110116872%2C-122.36761244461323&z=10](https://www.google.com/maps/d/u/0/viewer?amp%3Bmsa=0&mid=1gqmSHO264UhqsK9iCKm_SCq6aRY&ll=38.15517110116872%2C-122.36761244461323&z=10).

## Call for Projects for FYE 2023 Transportation Fund for Clean Air

### **General Requirements**

- Consistency with TFCA County Program Manager Fund Policies for FYE 2023
- Interim reports due in October 2023 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 2023 Updates**

The SCTA has made the following changes to the application process:

- A single call for projects is being issued for all jurisdictions and public entities serving the BAAQMD Air Basin. The prioritization of projects has not changed.
- SCTA may consider programming FYE 2024 and FYE 2025 competitive funds for eligible projects through this Call for Projects.

In addition to minor technical updates, the Air District made the following updates to the TFCA County Program Manager Fund Policies in the FYE 2023 Guidance:

- Increased cost-effectiveness (C/E) threshold (provided more flexibility) in policy #2 for Infrastructure Improvements for Trip Reduction (policy #33)
- Renamed "Shuttle/Feeder Bus Service" to "First- and Last-Mile Connections" for clarification that services are not limited to only shuttles or buses, policies #28 and #29a.
- Revised Project Information Form and guidance for using assumptions that differ from the default values or methodologies.

### **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.*

## Call for Projects for FYE 2023 Transportation Fund for Clean Air

### **Application Materials**

1. Project Information Form
2. Cost Effectiveness Worksheet (*by project type: Trip Reduction, Arterial Management, Vehicles ≤14,000 lbs., Vehicles >14,000 lbs., Electric-Vehicle Infrastructure*)
3. TFCA County Program Manager Fund Policies for FYE 2023
  - a. Appendix D Air District Policies
  - b. Appendix F Insurance Guidelines
  - c. Appendices G – H Project Information Form and Cost-Effectiveness Worksheet instructions

Application materials are available online at [www.scta.ca.gov/projects/funding](http://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](mailto:dana.turrey@scta.ca.gov).

1. Project Information Form (Word)
2. Cost Effectiveness Worksheets (Excel)
  - a. Use FYE 2023 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](mailto:dana.turrey@scta.ca.gov).

### **FYE 2023 TFCA Schedule**

<b>February 9</b>	Call for Projects Released
<b>March 21</b>	Deadline for TFCA Project Application Forms to SCTA
<b>April 13 / 28</b>	T-TAC and TAC reviews and recommends program of projects to SCTA Board
<b>May 9</b>	SCTA Board considers the FYE 2023 TFCA Program of Projects
<b>May – August</b>	Contract between BAAQMD and SCTA signed, then contracts between SCTA and Project Sponsors signed
<b>Upon Contract Execution</b>	Project expenses may be incurred
<b>Upon SCTA's Receipt of 1<sup>st</sup> Check from BAAQMD</b>	Reimbursement requests may be processed. Funds must be expended within 2 years of receipt of 1st BAAQMD check received by SCTA (usually October-December).