

August 2, 2012

TO: All Interested Parties

FROM: Robert Macaulay, Director of Planning

SUBJECT: OneBayArea Grant Call for Projects

The Solano Transportation Authority (STA) has issued a Call for Projects for OneBayArea Grant (OBAG) funds. These are federal transportation funds distributed through the Metropolitan Transportation Commission (MTC) to local Congestion Management Agencies such as the STA. Interested parties are invited to submit OBAG funding applications to the STA no later than 3:00 p.m. on Wednesday, August 22, 2012.

Attached are the documents needed to submit an application. They are:

1. STA Congestion Mitigation and Air Quality (CMAQ) OBAG Call for Projects with attachments:
 - A. Minimum Standards for Proposed CMAQ Project and Program Eligibility
 - B. Allowable Uses of Available Federal Funds
 - C. STA Project and Program Public Outreach Schedule
2. STA OBAG Application Instructions
3. STA OBAG Project Submittal Checklist

For those agencies that are submitting projects originally submitted to the STA in April 2012, an STA Project Delivery Sheet does not need to be prepared. If a project was not originally submitted in April 2012, a new STA Project Delivery Sheet should be submitted at this time.

If you have any questions, please call me at (707) 424-6006.

STA STP OBAG Submittal

Attachment 1

STA CMAQ OBAG Call for Projects with attachments

Re: Solano Transportation Authority
CMAQ Call for Projects

To Interested Applicants:

The Solano Transportation Authority (STA) is currently seeking input on how to allocate an estimated \$7,633,000 (seven million six-hundred thirty-three thousand dollars) in federal fund for transportation projects. The funding is available for the following Fiscal Years (FY): 2012-13, 2013-14, 2014-15 and 2015-16. These funds are available through the Metropolitan Transportation Commission (MTC) OneBayArea Grant (OBAG) program.

Attached you will find a copy of the STA's guidelines for project and program selection, guidelines on allowable uses of the available federal funds, and the STA's public outreach schedule. This information is also available electronically online at the STA's website: www.solanolinks.com. Please note that all projects or programs submitted for funding must be submitted or sponsored by a public agency.

STA OBAG funding applications are due **no later than 3 p.m., Friday, August 10, 2012** to:

Solano Transportation Authority
Attention: Robert Macaulay, Director of Planning
One Harbor Center, Suite 130
Suisun, CA 94585

Please contact Robert Macaulay, Director of Planning, at 707 424-6075 or rmacaulay@sta-snci.com for more information.

Sincerely,

Daryl K. Halls
Executive Director

Exhibits:

- A. Minimum Standards for Proposed Project and Program Eligibility
- B. Allowable Uses of Available Federal Funds
- C. STA Project and Program Public Outreach Schedule

Solano Transportation Authority
Minimum Standards for Proposed Project and Program Eligibility

1. Project is located in a jurisdiction that meets the OBAG eligibility requirements regarding Complete Streets and a certified Housing Element
2. Qualifies as a Congestion Mitigation and Air Quality eligible project or program
3. Commitment by a public agency to deliver the project or program
4. Deliverable within the OBAG funding cycle (2012 through 2016)

Allowable Uses of Available Federal Funds

FUND SOURCE: Congestion Mitigation and Air Quality (CMAQ)

CMAQ funding applies to new or expanded transportation projects, programs, and operations that help reduce emissions. Generally may fund following OBAG project categories that result in air quality improvement: Safe Routes to School, Transportation for Livable Communities, Bicycle and Pedestrian categories (excluding Planning Studies). This includes Transportation activities in approved State Implementation Plan (SIP), Transportation Control Measures (TCMs), alternative fuels, traffic flow improvements, transit expansion projects, travel demand management, outreach and rideshare activities, telecommuting programs, intermodal freight, planning and project development activities directly related to the delivery of a project, inspection and maintenance programs, and experimental pilot projects. For more detailed guidance see the CMAQ Program Guidance (FHWA, November 2008).

**STA CMAQ OBAG Submittal
Attachment 1
Exhibit C**

STA CMAQ Project and Program Public Outreach Schedule

<p>July 11</p>	<p>STA Board approves public process for OBAG Committed Funding ; Submittal of STA OBAG Committed Funding and Supporting Documentation to MTC</p> <p>STA Board adopts Local Streets and Roads Call for Projects Guidelines and Schedule and Issues a Local Streets and Roads Call for Projects</p> <p>STA Board adopts OBAG Call for Projects Guidelines and Schedule and Issues a Call for Projects</p>
<p>August through September</p>	<p>Committee Meetings:</p> <ul style="list-style-type: none"> Bicycle Advisory Committee (September 6) Pedestrian Advisory Committee (September 5) Paratransit Coordinating Council Safe Routes to Schools Advisory Committee Senior and Persons with Disabilities Steering Committee (July 19) Lifeline Committee/ Community Based Organizations Safe Routes to Schools Committee <p>Tribal Consultation</p> <p>Public Workshop</p>
<p>August 10</p>	<p>Local Streets and Roads project submittals due</p>
<p>August 22</p>	<p>Unified Call for Projects submittals due</p>
<p>August 29</p>	<p>TAC and Consortium Review Local Streets and Roads projects and make recommendation to STA Board</p>

September	Board Workshop on OBAG Project Selection Criteria
September 12	STA Board Public Hearing on approval of Local Streets and Roads projects; Submittal of STA OBAG Local Streets and Roads Project List and Supporting Documentation to MTC
September 26	TAC and Consortium Review Draft OBAG Call for Project Submittal List
October 10	STA Board Public Hearing Draft OBAG Call for Project Submittal
November 28	TAC and Consortium Review of Final OBAG Call for Project List
December 12	Board Approval of Final OBAG Call for Project List
January 2013	Submittal of STA OBAG Project List and Supporting Documentation to MTC

STA CMAQ OBAG Submittal
Attachment 2
STA CMAQ OBAG Submittal Instructions

Agency Contact Information. This is the name of the primary point of contact for the agency regarding project submittal and processing. Each agency should have ONE primary point of contact for all STP OBAG projects.

1. **Housing Element.** Indicate whether or not the agency has a Housing Element certified by the State Department of Housing and Community Development. If so, please provide a copy of the certification letter. Note: an HCD-approved Housing Element is required before OBAG funds can be received.
2. **Complete Streets.** Indicate whether or not the agency is implementing MTC's Complete Streets policy. If the answer is yes, provide the pertinent language from the General Plan or other land use regulation document, such as the Zoning Ordinance or the public works standard specifications, that shows compliance. If the answer is no, please provide a schedule for when compliance is anticipated. Note: compliance with the MTC's complete streets policy no later than January 31, 2013, is required before OBAG funds can be received.
3. **Project Information.** Provide a description of each project or program proposed for funding with CMAQ funds. Projects that extend over multiple years or apply to multiple adjoining sites can be covered with a single application.
4. **Map or graphic.** Please show each project on a map, overhead photo or other graphic. If the agency is submitting multiple projects, all projects can be shown on a single page, or on multiple pages, as the agency's discretion. Proper identification of project boundaries is very important in this map or graphic. If the application is for a program that specifies a specific area, please submit a map or graphic that indicates the area covered by the program.
5. **Complete Streets Checklist.** Provide a copy of the completed Complete Streets checklist for each project. Even if an agency is not in compliance with the MTC's Complete Streets policy or the Complete Streets Act of 2008, a Complete Streets Checklist must be furnished for each project. Note: this requirement does not apply to applications for program funding.
6. **Bicycle, Pedestrian and Transit Features.** Describe any features (for example, Class I, II or III bike facilities, pedestrian paths or sidewalks, curb cut-outs and/or transit vehicle stops or pull-outs) that either exist or that will be installed or modified as a part of a project. Note: this requirement does not apply to applications for program funding.

7. **Project Delivery Sheet.** STA requires a separate Project Delivery Sheet be completed for each project. If a Project Delivery Sheet has already been completed for this project in response to STA's March 2012 project identification memo, a new sheet is not required. If a Project Delivery Sheet has not been completed, or if the agency wishes to submit an updated project delivery sheet, it (they) must be attached to this application.
8. **Public Outreach.** MTC has required local proof of compliance with Title VI of the Civil Rights Act of 1964 for all OBAG funded projects. This requires not only that agencies perform public outreach, but that the outreach activities are documented.
9. **Inclusion in STA Plans or Documents.** Please indicate how the proposed project or program is included in an adopted or draft STA plan or similar document.
10. **Agency Sponsorship.** For those projects or programs not being submitted by a public agency, please provide evidence that a public agency has committed to deliver the project or program. This should consist of a resolution or other formal action taken by the agency's governing body.

Submittal Authorization. The form should be signed by a person such as the City Manager or a Department Director.

**STA CMAQ OBAG Submittal
Attachment 3
Application**

Agency: _____

Agency Contact:

Name _____

Title _____

Phone _____

E-Mail _____

1. This agency **does / does not** have a Housing Element certified by the California Department of Housing and Community Development. If yes, attach copy of certification letter.

2. This agency **does / does not** comply with the MTC Complete Streets policy and the Complete Streets Act of 2008.
 - If yes, please attach General Plan and/or ordinance language showing Complete Streets compliance.
 - If no, please indicate planned schedule and method for achieving Complete Streets compliance.

3. Provide a description of the project or program for which funding is sought. If the application is for a program, please provide program details such as other fund sources, staffing, and program outputs

4. Attach a map or other graphic that shows the location of the project.

5. Attach a Complete Streets checklist for each project (not required for programs).

6. Describe the bicycle, pedestrian and/or transit elements of the street as it currently exists, and any improvements that will be made as a part of this project (not required for programs).

7. Projects or programs:

- a. If the STA does not have a current Project Delivery Sheet on file for the project, please include a completed or updated Project Delivery Sheet; **or**
- b. If the program is not an on-going program funded at least in part by the STA, provide a description of the program, including a detailed funding and expenditure plan, a staffing plan, and a description of program outputs.

8. Attach a description of any public outreach performed by the agency regarding the selection of projects for STP OBAG funding.

9. Please identify the adopted or draft STA plan or similar document in which the project or proposal is listed.

10. If the project or program is not submitted by a public agency, provide proof that a public agency has committed to delivering the project or program.

Name: _____

Signature: _____

Title: _____

I hereby submit the above-listed projects and project information for the _____ for consideration for funding from Surface Transportation Program funds administered by the Solano Transportation Authority as part of the OneBayArea Grant program, and confirm that I am authorized to make such a submittal on behalf of _____.