

RPA 15 TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION INSTRUCTIONS

This application form shall be used to submit a Transportation Alternatives Program project proposal.

1. It is recommended that all applicants contact the Area 15 Regional Planning Commission before starting an application for Transportation Alternatives Program funds to discuss the project.
2. Signed application and all attachments must be submitted electronically in adobe pdf format.
3. All information submitted as part of this application and any additional information requested by the RPA will be used to evaluate the application.
4. Project applications are accepted one time, annually by the RPA.
5. Submit the completed application and all attachments by April 1st, 2022 at 5:00pm to:

Chris Kukla by e-mail: Chris.Kukla@area15rpc.com

NOTE: E-mails with applications must be timestamped by 5:00pm on April 1st, 2022. Applications sent after this time/date will not be reviewed.

6. Eligible applicants are any person/business/organization that is sponsored by a government agency (i.e. City or County).
7. The maximum grant amount is 80% of the total cost of a project.
8. The minimum project size is \$20,000.
9. Project sponsors will be requested to give a brief presentation at a Technical Advisory Committee meeting (date to be determined). The RPC will contact the project contact person listed on the application form to provide meeting information.
10. All projects will be reviewed by the RPA 15 Technical Advisory Committee and Policy Board. Only projects recommended for funding will be programmed into the RPA 15 Draft Transportation Improvement Program that is submitted to IDOT by June 15th. Final project approval is by IDOT/FHWA, in the Statewide Transportation Improvement Program by October 1.
11. All project applicants will be notified by the Area 15 Regional Planning Commission of the RPA's funding decision.
12. For funded projects – to begin a project - a project agreement and concept statement are completed through the IDOT; project materials and labor contracts must be let through the Iowa Department of Transportation. An engineer licensed in the State of Iowa must prepare all plans and specifications for the project. Additionally the engineer must oversee work on the project. Costs for engineering should be planned for in the project application.

RPA 15 TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION CRITERIA

NOTE: All projects will be rated based on the following criteria. Applicants are urged to address the following items in their applications.

RATING CRITERIA

I. NEED = 40 points

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| <u>15</u> | 1. | Potential use. Who are the potential users of the project? Quantify. |
| <u>15</u> | 2. | Describe the need for the project. Provide supporting documentation and justification (survey results, plans, studies, meeting minutes, etc.). |
| <u>5</u> | 3. | Project Schedule. Provide a month by month project schedule describing activities that will occur during the length of the project from start to completion. |
| <u>5</u> | 4. | Safety. How does the project enhance a safety aspect? |

II. IMPACT = 30 points

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| <u>10</u> | 1. | Describe the positive and negative environmental impacts of the project. |
| <u>5</u> | 2. | Social Impacts. Will any persons or businesses be displaced? |
| <u>5</u> | 3. | How does the project address local/multi-jurisdictional/regional needs? |
| <u>10</u> | 4. | How does the project address local/regional/state plans? Is the project included in the RPA 15 Long Range Transportation Plan? |

III. LOCAL EFFORT = 20 points

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| <u>10</u> | 1. | Local financial commitment. Are local funds ready and available for this project? |
| <u>5</u> | 2. | Public support of project. How was public input obtained? How were adjacent property owners and others informed? Were they supportive? Include letters of support from interest groups impacted by the project. |
| <u>5</u> | 3. | Describe steps taken to such as: zoning, easements, permits, and other clearances. |

IV. ECONOMIC NEED = 10 points

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| <u>5</u> | 1. | How will the project produce additional investment or employment? |
| <u>5</u> | 2. | Define and describe economic impacts brought about by the project. |

TOTAL = 100 points

***Projects with fewer than 60 points will not be considered for funding, and will be returned to the sponsor with comment and will be eligible for re-submission the following year.**