

Application Questions

Question #1

QUESTION #1

BENEFIT TO DISADVANTAGED COMMUNITIES (0-10 points)

A. Identification of disadvantaged communities: (0-5 points)

For a project to qualify as directly benefiting a disadvantaged community, the project must be located within or in reasonable proximity and have a direct connection to the disadvantaged community served by the project; or the project must be an extension or segment of a larger project that connects to or is directly adjacent to that disadvantaged community. It is incumbent upon the applicant to clearly articulate how the project benefits the disadvantaged community. There is no presumption of benefit even for projects located in a disadvantaged community. All information will be verified.

Does your project meet the location requirements stated above? Y/N? (If no, go to question #2).

Indicate which of the following criteria qualifies your project as directly benefiting a disadvantaged community (choose only the single most compelling). Enter all required information for each census tract that directly benefits from the project.

- The Median Household Income (Table ID B19013) is less than 80% of the statewide median based on the most current Census Tract (ID 140) level data from the 2010-2014 American Community Survey (ACS) (<\$49,191). Communities with a population less than 15,000 may use data at the Census Block Group (ID 150) level. Unincorporated communities may use data at the Census Place (ID 160) level. Data is available at: <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml> (Must attach copy of FactFinder ACS page for each census tract listed).

Census Tract/Block Group/Place #	Population	MHI

Median household income by census tract for the community(ies) benefited by the project: \$ _____

- An area identified as among the most disadvantaged 25% in the state according to the CalEPA and based on the California Communities Environmental Health Screening Tool 2.0 (CalEnviroScreen 2.0) scores (score must be greater than or equal to 36.62). This list can be found at the following link under SB 535 List of Disadvantaged Communities: <http://www.calepa.ca.gov/EnvJustice/GHGInvest/> (Must attach copy of CalEnviroScreen 2.0 page for each census tract listed).

Census Tract/Block Group/Place #	Population	CalEnviroScreen Score %

California Communities Environmental Health Screening Tool 2.0 (CalEnviroScreen) score for the community benefited by the project. _____

- At least 75% of public school students in the project area are eligible to receive free or reduced-price meals under the National School Lunch Program. Data is available at:

<http://www.cde.ca.gov/ds/sd/sd/filespp.asp> (auto filled from Part A).

Applicants using this measure must demonstrate how the project benefits the school students in the project area. Project must be located within two miles of the school(s) represented by this criteria.

School Name	School Enrollment	% of Students Eligible for FRPM

Percentage of students eligible for the Free or Reduced Price Meals Programs: _____

- Other:
 - Projects located within Federally Recognized Tribal Lands (typically within the boundaries of a Reservation or Rancheria). Y/N?
 - If a project applicant believes a project benefits a disadvantaged community but the project does not meet the aforementioned criteria due to a lack of accurate Census data or CalEnviroScreen data that represents a small neighborhood or unincorporated area, the applicant must submit for consideration a quantitative assessment, such as a neighborhood-level survey, to demonstrate that the community’s median household income is at or below 80% of that state median household income.

- Regional definitions of disadvantaged communities as adopted in a Regional Transportation Plan (RTP) by an MPO or RTPA per obligations with Title VI of the Federal Civil Rights Act of 1964, such as “environmental justice communities” or “communities of concern,” may be used in lieu of the options identified above. Applicant must provide section of the RTP referenced.

B. Description of benefit to disadvantaged community(ies): (0-5 points)

Describe how the project/program/plan provides (for Plans: will provide) a direct, meaningful, and assured benefit to members of the disadvantaged community. This must include, at a minimum, discussion of how the project is/will address the following items:

- a. Access to project specific to disadvantaged community(ies)
- b. Project provides access to school(s), public transportation, employment and/or vital community services/destinations
- c. Improved community livability

C. Map of Project Boundaries: Required

Provide a map showing the boundaries of the proposed project/program/plan and the geographic boundaries of the disadvantaged community that the project/program/plan is located within and/or benefiting.

DRAFT

QUESTION #2

POTENTIAL FOR INCREASED WALKING AND BICYCLING, ESPECIALLY AMONG STUDENTS, INCLUDING THE IDENTIFICATION OF WALKING AND BICYCLING ROUTES TO AND FROM SCHOOLS, TRANSIT FACILITIES, COMMUNITY CENTERS, EMPLOYMENT CENTERS, AND OTHER DESTINATIONS; AND INCLUDING INCREASING AND IMPROVING CONNECTIVITY AND MOBILITY OF NON-MOTORIZED USERS. (0-35 POINTS)

A. Describe the following:

-Current and projected types and numbers/rates of users **specifically affected by your project.**
Must provide map showing count locations. (12 6 points max.)

# of users	Pedestrian	Bicycle	Date of counts
Current			
Projected (within 1 year)			

Document the methodologies used to establish the **current** count data.

Document the methodologies used to establish the **projected** users data (within one year of project completion).

B. Describe how the project links or connects, or encourages use of existing routes (for non-infrastructure applications) to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations: (12 23 points max.)

a. Does your project:

1. Close a gap? (y/n) ____ No. of gaps ____ Total length of gap(s) (feet) ____

Gap closure=Construction of a missing segment of an existing facility in order to make that facility continuous.

a. Describe the existing facility and the need for/benefits of the proposed gap closure.

b. Must provide a map of each gap closure identifying gap and connections.

2. Create a new route? (y/n) ____

New route=Construction of a new facility that did not previously exist for non – motorized users that provides a course or way to get from one place to another

a. Describe the need for/benefits of the proposed new route.

b. Describe the transportation related and community identified destinations the project will link.

c. Describe the existing route(s) that currently connect the affected transportation related and community identified destinations and why the route(s) are not adequate.

d. Must provide a map of the new route location.

3. Remove a barrier to mobility (y/n) ____

Barrier=An obstacle that impedes the user from safely or directly accessing destinations

a. Type of barrier

- i. RR Tracks ____
- ii. Freeway ____
- iii. Waterway ____
- iv. Safety ____
- v. Other (Explain) ____

- b. Describe the existing negative effects of barrier to be removed.**
- c. Describe how the project addresses the existing barrier.**
- d. Must provide a map identifying the barrier location and improvement.**

4. Other improvement to routes? (y/n) ____

- a. Explain the improvement.**
- b. Describe the need for/benefits of the proposed improvement.**
- c. Must provide a map of the new improvement location.**

~~**5. Educate or encourage use of existing routes?**~~**5. Educate or encourage increased walking or biking along the proposed improvements or in the community? (y/n) ____**

- a. Describe how the project encourages walking or biking along the proposed improvements or in the community.**

C. Referencing the answers to A and B above, describe how why the proposed project represents one of the implementing agency's and community's highest unfunded non-motorized active transportation priorities. (6 points max.)

Part B: Narrative Questions

Detailed Instructions for: Question #3

QUESTION #3

POTENTIAL FOR REDUCING THE NUMBER AND/OR RATE OR THE RISK OF PEDESTRIAN AND BICYCLIST FATALITIES AND INJURIES, INCLUDING THE IDENTIFICATION OF SAFETY HAZARDS FOR PEDESTRIANS AND BICYCLISTS. (0-25 POINTS)

A. Describe the plan/program influence area or project location’s history of pedestrian and bicycle collisions resulting in fatalities and injuries to non-motorized users **that the project directly mitigates and the source(s) of data used (e.g. collision reports, community observation, surveys, audits). (10 points max.)**

a. The following reported crashes must have all occurred within the project’s influence area within the last 5 years (only crashes that the project has a chance to mitigate):

<i># of Crashes</i>	<i>Pedestrian</i>	<i>Bicycle</i>	<i>Total</i>
<i>Fatalities</i>			
<i>Injuries</i>			
<i>Total</i>			

b. Applicant can provide bicycle and pedestrian (only) crash rates in addition to the information required above.

c. Attach a scaled-map which shows that all document bicycle and pedestrian collisions/incidents (only) are within the area of influence of the proposed plan, program, or project safety improvements. This data and map should demonstrate how the data illustrates a non-motorized vs. vehicular safety issues and illustrate a roadway ‘crossing’ vs roadway ‘segment’ issue. Attach document here:

d. Attach a SWITRS or equivalent (i.e. UC Berkeley’s TIMS tool) listing of all bicycle and pedestrian crashes (only) shown in the map above and in this application.

Attach document here:

*Applications that do not have the crash data above OR that prefer to provide additional crash data and/or safety data in a different format can provide this data below. Applicants may describe qualitative safety barriers that deter people from walking/biking if their community lacks quantitative safety data and how the project would address the community’s safety concerns. The corresponding methodology used must also be included.

B. Describe how the project/program/plan will remedy (one or more) potential safety hazards that contribute to pedestrian and/or bicyclist injuries or fatalities (only); including but not limited to the following possible areas:

(15 points max.)

- **Reduces speed or volume of motor vehicles in the proximity of non-motorized users. (y/n) _____**
 - Current speed and/or volume
 - Anticipated speed and/or volume after project completion
- **Improves sight distance and visibility between motorized and non-motorized users. (y/n) _____**
 - Current sight distance and/or visibility issue
 - Anticipated sight distance and/or visibility issue resolution
- **Eliminates potential conflict points between motorized and non-motorized users, including creating physical separation between motorized and non-motorized users. (y/n) _____**
 - Current conflict point description
 - Improvement that addresses conflict point
- **Improves compliance with local traffic laws for both motorized and non-motorized users. (y/n) _____**
 - Which laws
 - Speeding
 - J-walking
 - Wrong way travel of non-motorized user
 - Failure to yield
 - How will the project improve compliance
- **Addresses inadequate vehicular traffic control devices. (y/n) _____**
 - List traffic controls that are inadequate
 - How are they inadequate
 - How does the project address the inadequacies
- **Addresses inadequate or unsafe bicycle facilities, trails, crosswalks and/or sidewalks. (y/n) _____**
 - List bicycle facilities, trails, crosswalks and/or sidewalks that are inadequate
 - How are they inadequate
 - How does the project address the inadequacies
- **Eliminates or reduces behaviors that lead to collisions involving non-motorized users. (y/n) _____**
 - List of behaviors
 - How the project will eliminate or reduce these behaviors

Attach a map to show how these hazards relate to the crashes documented in sub-questions "A". The map from sub-question "A" can be used or a new map can be created.

For plans, describe how the plan will identify and plan to address hazards identified in the plan area, including the potential for mitigating safety hazards as a prioritization criterion, and/or including countermeasures that address safety hazards.

For non-infrastructure projects, describe how the program educates bicyclists, pedestrians, and/or drivers about safety hazards for pedestrians and bicyclists. Describe how the program encourages this safe behavior. If available, include documentation of effectiveness of similar programs in encouraging safe behavior.

Include, if applicable, a map identifying safety hazards and/or photos of safety hazards.

Programs should address safety hazards that have been identified through police reports, collision history, field observations, and/or other verifiable source.

Part B: Narrative Questions

Detailed Instructions for: Question #4

QUESTION #4

PUBLIC PARTICIPATION and PLANNING (0-15 10 POINTS)

Describe the community based public participation process that culminated in the project/program proposal or will be utilized as part of the development of a plan.

A. What is/was the process of defining future policies, goals, investments and designs to prepare for future needs of users of this project? How did the applicant analyze the wide range of alternatives and impacts on the transportation system to influence beneficial outcomes? (_ points max)

B. Who: Describe who was/will be engaged in the identification and development of this project/program/plan (for plans: who will be engaged) and how they were/will be engaged. (_ points max)

C. What: Describe the feedback received during the stakeholder engagement process and describe how the public participation and planning process has improved the project's overall effectiveness at meeting the purpose and goals of the ATP. (_ points max)

D. Describe how stakeholders will continue to be engaged in the implementation of the project/program/plan. (_ points max)

Part B: Narrative Questions

Detailed Instructions for: Question #5

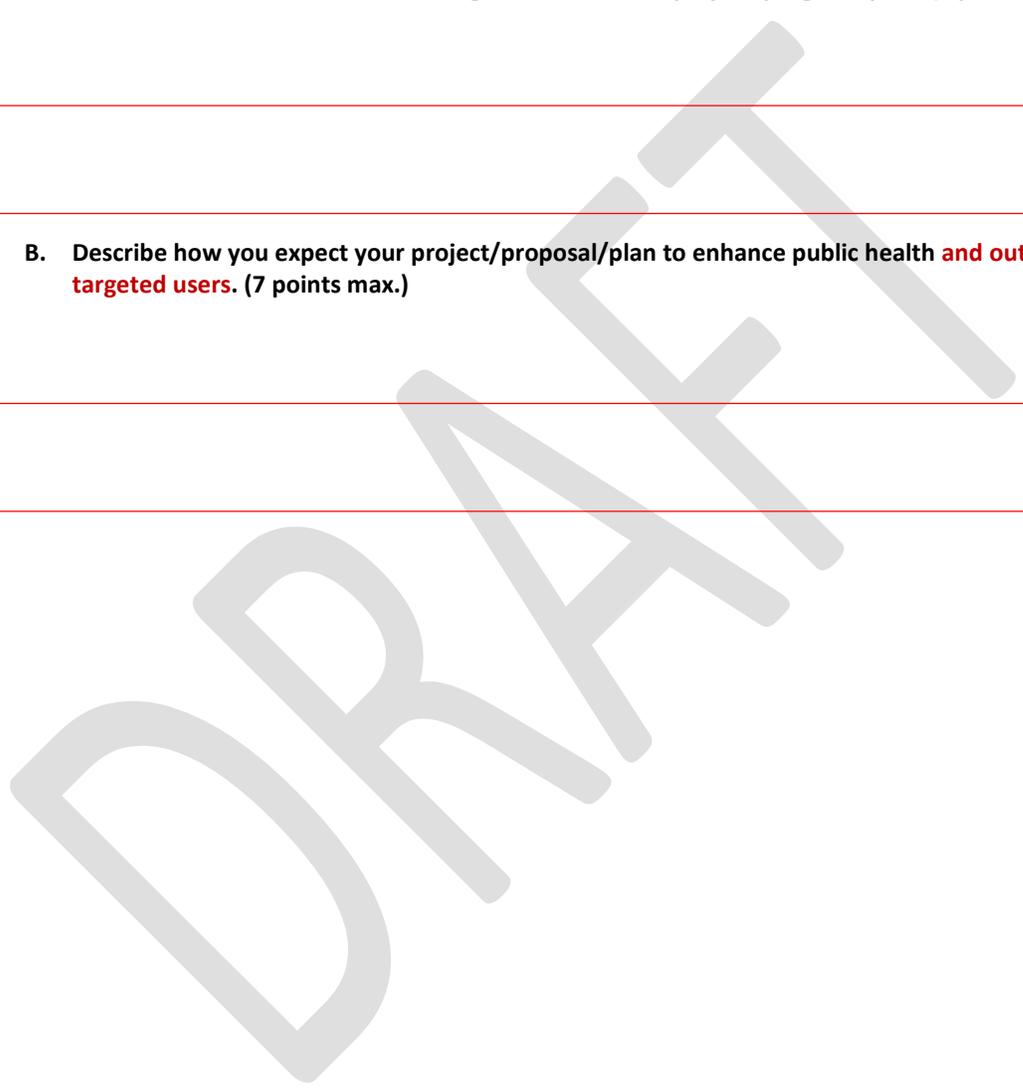
QUESTION #5

IMPROVED PUBLIC HEALTH (0-10 points)

- **NOTE:** Applicants applying for the disadvantaged community set aside must respond to the below questions with health data specific to the disadvantaged communities. **All applicants must cite information specific to project location and targeted users.** Failure to do so will result in lost points.

A. Describe the health status of the targeted users of the project/program/plan. (3 points max)

B. Describe how you expect your project/proposal/plan to enhance public health **and outreach to the targeted users.** (7 points max.)



Part B: Narrative Questions
Detailed Instructions for: ~~Question #5~~

~~QUESTION #5~~
~~BENEFIT TO DISADVANTAGED COMMUNITIES (0-10 points)~~

Moved to Question #1

DRAFT

Part B: Narrative Questions
Detailed Instructions for: Question #6

QUESTION #6

COST EFFECTIVENESS (0-5 POINTS)

A project's cost effectiveness is considered to be the relative costs of the project in comparison to the project's benefits as defined by the purpose and goals of the ATP. This includes the consideration of the safety and mobility benefit in relation to both the total project cost and the funds provided.

Explain why the project is considered to have the highest Benefit to Cost Ratio (B/C) with respect to the ATP purpose and goals of "increased use of active modes of transportation". (5 points max.)

DRAFT

Part B: Narrative Questions Detailed Instructions for: **Question #7**

QUESTION #7
LEVERAGING OF NON-ATP FUNDS (0-5 POINTS)

A. The application funding plan will show all federal, state and local funding for the project: (5 points max.)

Based on the project funding information provided earlier in the application, the following Leveraging and Matching amounts are designated for this project. If these numbers do not match the applicant's expectations, the numbers shown earlier need to be revised.

PA&ED Phase Project Delivery Costs:

Leveraging Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>
Match Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>

PS&E Phase Project Delivery Costs:

Leveraging Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>
Match Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>

Right of Way Phase Project Delivery Costs:

Leveraging Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>
Match Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>

Construction Phase Project Delivery Costs:

Leveraging Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>
Match Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>

NON-INFRASTRUCTURE (NI) AND "PLAN" PROJECTS:

Leveraging Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>
Match Funding: <u>\$0.00</u>	Designate the Funding Type: <input type="text"/>

OVERALL TOTALS FOR PROJECT/APPLICATION:

Total Project Costs: <u>\$0.00</u>	
Leveraging Funding: <u>\$0.00</u>	% of Total Project Cost: <input type="text"/>
Match Funding: <u>\$0.00</u>	% of Total Project Cost: <input type="text"/>

- * Non-ATP funding can only be considered "Leveraging" funding if it goes toward ATP eligible costs.
- ** The portion of the Leveraging funding that can be used as the local match if Federal ATP funding is programmed.

Total Points received for "leveraging funding":

Optional: If desired, clarifications can be added to explain the leveraging funding and its intended use on the ATP project.
(Max of 200 Words)

Words Remaining:

Leveraging Funds

Non-matching funds - funds already expended by the applicant or funds programmed for use on elements within the requested ATP project.
Matching Funds - non-federal funds not yet expended, provided by the applicant after award of an ATP project within in a specific project phase.

Part B: Narrative Questions

Detailed Instructions for: Question #8

QUESTION #8

USE OF CALIFORNIA CONSERVATION CORPS (CCC), A CERTIFIED COMMUNITY CONSERVATION CORPS OR TRIBAL CORPS (0 or -5 points)

*Tribes coordinating with a Tribal corps, do not have to coordinate with the CCC or certified community conservation corps.

- Applicant has not coordinated with both corps (-5 points)
- Applicant has not coordinated with Tribal corps (if applicable) (-5 points)

- Step 1: Is this an application requesting funds for a Plan (Bike, Pedestrian, SRTS, or ATP Plan)?
- Yes (If this application is for a Plan, there is no need to submit information to the corps and there will be no penalty to applicant: 0 points)
 - No (If this application is NOT for a Plan, proceed to Step #2)

- Step 2: The applicant must submit the following information via email concurrently to **both** the CCC **AND** certified community conservation corps **or Tribal corps (if applicable)** prior to application submittal to Caltrans. The CCC and certified community conservation corps will respond within five (5) business days from receipt of the information.

- Project Title
- Project Description
- Detailed Estimate
- Project Schedule
- Project Map
- Preliminary Plan

California Conservation Corps representative:

Name: Wei Hsieh
 Email: atp@ccc.ca.gov
 Phone: (916) 341-3154

Community Conservation Corps representative:

Name: Danielle Lynch
 Email: inquiry@atpcommunitycorps.org
 Phone: (916) 426-9170

The applicant must also attach any email correspondence from the CCC and certified community conservation corps **or Tribal corps (if applicable)** to the application verifying communication/participation. Failure to attach both of their email responses will result in a loss of 5 points.

Attach email response and any attachment from CCC:

Attach email response and any attachment from certified community conservation corps:

- Step 3: The applicant has coordinated with Wei Hsieh with the CCC **AND** Danielle Lynch with the certified community conservation corps and determined the following (check appropriate box):
- Applicant intends to utilize the CCC or a certified community conservation corps **or Tribal corps (if applicable)** on the following items listed below (0 points).

-
- No corps can participate in the project (0 points)
 - By the time the application was submitted, the applicant had not received a response from any corps. Please indicate all that apply (0 points)**
 - Applicant has contacted a corps but intends not to use a corps on a project in which a corps has indicated it can participate (-5 points)

Part B: Narrative Questions
Detailed Instructions for: Question #9

QUESTION #9

APPLICANT'S PERFORMANCE ON PAST ATP FUNDED PROJECTS. (0 to ~~10~~ 5 points)

For Caltrans use only.

DRAFT

Part C: Application Attachments

Applicants must ensure all data in this part of the application is fully consistent with the other parts of the application. See the Application Instructions and Guidance document for more information and requirements related to Part C.

List of Application Attachments

The following attachment names and order must be maintained for all applications. Depending on the Project Type (I, NI or Plans) some attachments will be intentionally left blank. All non-blank attachments must be identified in hard-copy applications using "tabs" with appropriate letter designations

Application Signature Page Required for all applications	Attachment A
ATP - PROJECT PROGRAMMING REQUEST (ATP-PPR) Required for all applications	Attachment B
Engineer's Checklist Required for Infrastructure Projects	Attachment C
Project Location Map Required for all applications	Attachment D
Project Map/Plans showing existing and proposed conditions Required for Infrastructure Projects (optional for 'Non-Infrastructure' and 'Plan' Projects)	Attachment E
Photos of Existing Conditions Required for all applications	Attachment F
Project Estimate Required for Infrastructure Projects	Attachment G
Non-Infrastructure Work Plan (Form 22-R) Required for all Plan projects and projects with Non-Infrastructure Elements	Attachment H
Narrative Questions backup information Required for all applications Label attachments separately with "H-#" based on the # of the Narrative Question	Attachment I
Letters of Support Required or Recommended for all projects (as designated in the instructions)	Attachment J
Additional Attachments Additional attachments may be included. They should be organized in a way that allows application reviews easy identification and review of the information.	Attachment K