



## SOUTHWEST MICHIGAN PLANNING COMMISSION

185 East Main Street, Suite 701, Benton Harbor, MI 49022

Phone: 269-925-1137 • Website: [www.swmpc.org](http://www.swmpc.org)

March 1, 2017

Greetings,

The Niles Buchanan Cass Area Transportation Study (NATS) Metropolitan Planning Organization is issuing their second call for Transportation Alternative Program (TAP) projects for the fiscal years of 2017-2020. NATS receives a direct allocation of TAP funds annually from the current transportation bill and these projects will go through a competitive application process to decide who will receive the funds.

### 1. How much money is available for each year?

- 2017 - \$ 82,789 (2017 Allocation \$41,894 plus remaining 2014 allocation of \$40,895)
- 2018 - \$ 42,732
- 2019 - \$ 43,587
- 2020 - \$ 44,458

### 2. Who is eligible to apply for TAP funds?

Only communities within the NATS planning area are eligible to fund projects with this allocation of TAP funding.

The following road or transit agencies are eligible to submit applications for TAP Funding:

- Berrien County Road Commission
- Cass County Road Commission
- Village of Edwardsburg
- City of Niles
- City of Buchanan
- Tribal Governments-Pokagon Band
- Niles Dial a Ride
- Buchanan Dial a Ride
- Other organizations can partner with eligible applicants including:
  - Schools
  - Townships
  - Federal natural resource or public land agencies
  - MDOT may partner with local agency to apply for funding and implement the project
  - Others-Organizations such as trail groups

### 3. What are some expectations that I should be aware of?

- Matching funds-Your agency is required to provide a local match of at least 18.15%.
- Your agency will be required to pass a resolution of support stating that the agency will come up with the matching funds for the project in the fiscal year that the funds are being requested. The resolution will only be required of the agency that receives the funds. (For example, if you are a township and the Road Commission is applying on your behalf, only the road commission needs to submit a resolution)
- Your agency will ensure that the funds will be obligated (secured from the federal government) in the year in which the project is awarded. For example, if your project receives the funds for FY 2017; you will need to submit your project to MDOT's Local Agency Programs (LAP), and follow their process and timelines in order to receive the funds in FY 2017.

### 4. When do I have to have my application submitted?

2017 applications must be submitted by **Monday, March 20, 2017**

### 5. What is the process for applying for the funds?

- All applications must be submitted through MDOT's portal [http://www.michigan.gov/mdot/0,1607,7-151-9621\\_17216\\_18231---,00.html](http://www.michigan.gov/mdot/0,1607,7-151-9621_17216_18231---,00.html).
- You will need to create a Single Sign On account with MDOT. If you do not have an account please go to this link for a tutorial: [http://www.michigan.gov/documents/mdot/MGS\\_InstructionsMILogin\\_-\\_Applicant\\_525138\\_7.pdf](http://www.michigan.gov/documents/mdot/MGS_InstructionsMILogin_-_Applicant_525138_7.pdf)
- Find a sample application here:  
[http://www.michigan.gov/documents/mdot/MDOT\\_TAP\\_Sample\\_Application\\_474855\\_7.pdf](http://www.michigan.gov/documents/mdot/MDOT_TAP_Sample_Application_474855_7.pdf)
- Future 2018-2020 projects must be submitted by the beginning of the fiscal year (October 1<sup>st</sup>). Each year's worth of funding request will need to have their own application. For example, if you are applying for funding for 3 years, even if it is the same project, you will need three separate your project into multiple phases with separate funding applications submitted through MDOT's portal.
- In the narrative portion of the MDOT application(s) please be sure to include the following language **"This project will be using the NATS MPO allocation of TAP funds"**.
- A copy of your application should be submitted by **Monday, March 20, 2017 to the Southwest Michigan Planning Commission** Email copy to: [kovnatb@swmpc.org](mailto:kovnatb@swmpc.org)
- **After applications are submitted on the MDOT Portal they will go through the following process:**
  - 1. Applications are screened by MPO staff for eligibility and for completeness, but are not scored yet. Ineligible or incomplete applications are disqualified during this step.
  - 2. A selection committee reviews applications that made it through the screening process and scores them against the criteria, coming up with project award recommendations that fit well with available funding.
  - 3. The project award recommendations are presented to the MPO Technical Advisory and Policy Committee for approval.
  - 4. Approved projects will be added to the Transportation Improvement Program and forwarded to MDOT.

## TAP Project Selection Criteria

Based partly on goals stated in the 2040 NATS Long Range Plan the NATS MPO is seeking to reward TAP proposals that include some or all of the following characteristics or impacts.

- **Feasible projects** *(Are there unaddressed obstacles to implementing the project? Are the cost estimates accurate with sufficient detail? Has the applicant had issues with project delivery or maintenance in the past?)*
- **Projects supported by the public** *(Does the proposal come from an MPO plan or a plan adopted by an implementing agency, such as a local government comprehensive plan or other?)*
- **Level of local match** *(Is the applicant providing additional match over the required 18.5%)*
- **Improves non-motorized access and connectivity** *(Does the proposal serve high-use areas? Typically underserved populations? Transit access? Connect to existing facilities?)*

### 6. I am not sure where to start, what should I do?

- **Contact SWMPC Staff:** Kim Gallagher (269) 925-1137 x 1518 or Brandon Kovnat (269) 925-1124 x1524.
- **Contact MDOT's Transportation Alternatives:** Grant Coordinator Matt Wiitala at [wiitalama@michigan.gov](mailto:wiitalama@michigan.gov) or by phone at (517)241-2152. He works with this program every day and will be able to assist you.

### 7. Where can I find out what is eligible under this program?

You can also visit MDOT's TA program website at [http://www.michigan.gov/documents/mdot/TAP\\_Flyer\\_-\\_Competitiveness\\_Details\\_474851\\_7.pdf](http://www.michigan.gov/documents/mdot/TAP_Flyer_-_Competitiveness_Details_474851_7.pdf)

### 8. How will I know if I have been awarded a project?

Applicants will be notified via letter that their project has or has not been selected for the fiscal year in which funds were requested.

### **Should you have any questions regarding the application process please contact:**

**Kim Gallagher:** Email: [gallagherk@swmpc.org](mailto:gallagherk@swmpc.org) Phone: 269-925-1137 x1518

**Brandon Kovnat:** Email: [kovnoatb@swmpc.org](mailto:kovnoatb@swmpc.org) Phone: 269-925-1137 x 1524

**Pedestrian and Bicycle Funding Opportunities /  
U.S. Department of Transportation Transit, Highway, and Safety Funds**

**Key: \$ = Funds may be used for this activity (restrictions may apply). \$\* = See program-specific notes for restrictions. ~\$ = Eligible, but not competitive unless part of a larger project.**

<b>Activity or Project Type</b>	<b>TIGER</b>	<b>TIFIA</b>	<b>FTA</b>	<b>ATI</b>	<b>CMAQ</b>	<b>HSIP</b>	<b>NHPP</b>	<b>STBG</b>	<b>TAP</b>	<b>RTP</b>	<b>SRTS</b>	<b>PLAN</b>	<b>NHTSA 402</b>	<b>NHTSA 405</b>	<b>FLTPP</b>
<b>Access enhancements to public transportation (includes benches, bus pads)</b>	\$	\$	\$	\$	\$		\$	\$	\$						\$
<b>Bicycle plans</b>			\$					\$	\$		\$	\$			\$
<b>Bicycle lanes on road</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
<b>Bicycle parking</b>	~\$	~\$	\$	\$	\$		\$	\$	\$	\$	\$				\$
<b>Bike racks on transit</b>	\$	\$	\$	\$	\$			\$	\$						\$
<b>Bicycle share (capital and equipment; not operations)</b>	\$	\$	\$	\$	\$		\$	\$	\$						\$
<b>Bicycle storage or service centers at transit hubs</b>	~\$	~\$	\$	\$	\$			\$	\$						\$
<b>Bridges / overcrossings for pedestrians and/or bicyclists</b>	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
<b>Bus shelters and benches</b>	\$	\$	\$	\$	\$		\$	\$	\$						\$
<b>Crosswalks (new or retrofit)</b>	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
<b>Curb cuts and ramps</b>	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
<b>Counting equipment</b>			\$	\$		\$	\$	\$	\$	\$	\$	\$*			\$

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Activity or Project Type	TIGER	TIFIA	FTA	ATI	CMAQ	HSIP	NHPP	STBG	TAP	RTP	SRTS	PLAN	NHTSA 402	NHTSA 405	FLTPP
Data collection and monitoring for pedestrians and/or bicyclists			\$	\$		\$	\$	\$	\$	\$	\$	\$*			\$
Historic preservation (pedestrian and bicycle and transit facilities)	\$	\$	\$	\$				\$	\$						\$
Landscaping, streetscaping (pedestrian and/or bicycle route; transit access); related amenities (benches, water fountains); generally as part of a larger project	~\$	~\$	\$	\$			\$	\$	\$						\$
Lighting (pedestrian and bicyclist scale associated with pedestrian/bicyclist project)	\$	\$	\$	\$		\$	\$	\$	\$	\$	\$				\$
Maps (for pedestrians and/or bicyclists)			\$	\$	\$			\$	\$		\$	\$*			
Paved shoulders for pedestrian and/or bicyclist use	\$	\$			\$*	\$	\$	\$	\$		\$				\$
Pedestrian plans			\$					\$	\$		\$	\$			\$
Recreational trails	~\$	~\$						\$	\$	\$					\$
Road Diets (pedestrian and bicycle portions)	\$	\$				\$	\$	\$	\$						\$

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Activity or Project Type	TIGER	TIFIA	FTA	ATI	CMAQ	HSIP	NHPP	STBG	TAP	RTP	SRTS	PLAN	NHTSA 402	NHTSA 405	FLTPP
Road Safety Assessment for pedestrians and bicyclists						\$		\$	\$			\$			\$
Separated bicycle lanes	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
Shared use paths / transportation trails	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
Sidewalks (new or retrofit)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				\$
Signs / signals / signal improvements	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
Signed pedestrian or bicycle routes	\$	\$	\$	\$	\$		\$	\$	\$		\$				\$
Spot improvement programs	\$	\$	\$			\$	\$	\$	\$	\$	\$				\$
Stormwater impacts related to pedestrian and bicycle projects	\$	\$	\$	\$		\$	\$	\$	\$	\$	\$				\$
Traffic calming	\$	\$	\$			\$	\$	\$	\$		\$				\$
Trail bridges	\$	\$			\$*	\$	\$	\$	\$	\$	\$				\$
Trail/highway intersections	\$	\$			\$*	\$	\$	\$	\$	\$	\$				\$
Trailside and trailhead facilities (includes restrooms and water, but not general park amenities; see guidance)	~\$*	~\$*						\$*	\$*	\$*					\$

Key: \$ = Funds may be used for this activity (restrictions may apply). \$* = See program-specific notes for restrictions. ~\$ = Eligible, but not competitive															
Activity or Project Type	TIGER	TIFIA	FTA	ATI	CMAQ	HSIP	NHPP	STBG	TAP	RTP	SRTS	PLAN	NHTSA 402	NHTSA 405	FLTP
Tunnels / under-crossings for pedestrians and/or bicyclists	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$

## Abbreviations

ADA/504: Americans with Disabilities Act of 1990 / Section 504 of the Rehabilitation Act of 1973

**TIGER**: Transportation Investment Generating Economic Recovery Discretionary Grant program

**TIFIA**: Transportation Infrastructure Finance and Innovation Act (loans)

**FTA**: Federal Transit Administration Capital Funds

**ATI**: Associated Transit Improvement (1% set-aside of FTA)

**CMAQ**: Congestion Mitigation and Air Quality Improvement Program

**HSIP**: Highway Safety Improvement Program

**NHPP**: National Highway Performance Program

**STBG**: Surface Transportation Block Grant Program

**TA**: Transportation Alternatives Set-Aside (formerly Transportation Alternatives Program)

**RTP**: Recreational Trails Program

**SRTS**: Safe Routes to School Program / Activities

**PLAN**: Statewide Planning and Research (SPR) or Metropolitan Planning funds

**NHTSA 402**: State and Community Highway Safety Grant Program

**NHTSA 405**: National Priority Safety Programs (Nonmotorized safety)

**FLTP**: Federal Lands and Tribal Transportation Programs (Federal Lands Access Program, Federal Lands Transportation Program, Tribal Transportation Program, Nationally Significant Federal Lands and Tribal Projects)

## Program-specific notes

Federal-aid funding programs have specific requirements that projects must meet, and eligibility must be determined on a case-by-case basis. For example:

- TIGER: Subject to annual appropriations.
- TIFIA: Program offers assistance only in the form of secured loans, loan guarantees, or standby lines of credit, but can be combined with other grant sources, subject to total Federal assistance limitations.
- FTA/ATI: Project funded with FTA transit funds must provide access to transit. See [Bikes and Transit](#) and the FTA Final Policy Statement on the [Eligibility of Pedestrian and Bicycle Improvements under Federal Transit Law](#).
  - Bicycle infrastructure plans and projects funded with FTA funds must be within a 3 mile radius of a transit stop or station, or if further than 3 miles, must be within the distance that people could be expected to safely and conveniently bike to use the particular stop or station.
  - Pedestrian infrastructure plans and projects funded with FTA funds must be within a 1/2 mile radius of a transit stop or station, or if further than 1/2 mile, must be within the distance that people could be expected to safely and conveniently walk to use the particular stop or station.
  - FTA funds cannot be used to purchase bicycles for bike share systems.

- FTA encourages grantees to use FHWA funds as a primary source for public right-of-way projects.
- CMAQ projects must demonstrate emissions reduction and benefit air quality. See the CMAQ guidance at [www.fhwa.dot.gov/environment/air\\_quality/cmaq/](http://www.fhwa.dot.gov/environment/air_quality/cmaq/) for a list of projects that may be eligible for CMAQ funds. Several activities may be eligible for CMAQ funds as part of a bicycle and pedestrian-related project, but not as a highway project. CMAQ funds may be used for shared use paths, but may not be used for trails that are primarily for recreational use.
- HSIP projects must be consistent with a State's [Strategic Highway Safety Plan](#) and either (1) correct or improve a hazardous road location or feature, or (2) address a highway safety problem.
- NHPP projects must benefit National Highway System (NHS) corridors.
- STBG and TA Set-Aside: Activities marked "\$SRTS" means eligible only as an SRTS project benefiting schools for kindergarten through 8th grade. Bicycle transportation nonconstruction projects related to safe bicycle use are eligible under STBG, but not under TA (23 U.S.C. 217(a)).
- RTP must benefit recreational trails, but for any recreational trail use. RTP projects are eligible under TA and STBG, but States may require a transportation purpose.
- SRTS: FY 2012 was the last year for SRTS funds, but SRTS funds are available until expended.
- Planning funds must be used for planning purposes, for example:
  - Maps: System maps and GIS;
  - Safety education and awareness: for transportation safety planning;
  - Safety program technical assessment: for transportation safety planning;
  - Training: bicycle and pedestrian system planning training.
- Federal Lands and Tribal Transportation Programs (FLTTP) projects must provide access to or within Federal or tribal lands:
  - Federal Lands Access Program (FLAP): Open to State and local entities for projects that provide access to or within Federal or tribal lands.
  - Federal Lands Transportation Program: For Federal agencies for projects that provide access within Federal lands.
  - Tribal Transportation Program: available for federally-recognized tribal governments for projects within tribal boundaries and public roads that access tribal lands.
- NHTSA 402 project activity must be included in the State's Highway Safety Plan. Contact the State Highway Safety Office for details: <http://www.ghsa.org/html/about/shsos.html>
- NHTSA 405 funds are subject to State eligibility, application, and award. Project activity must be included in the State's Highway Safety Plan. Contact the State Highway Safety Office for details: <http://www.ghsa.org/html/about/shsos.html>

### **Cross-cutting notes**

- FHWA Bicycle and Pedestrian Guidance: [https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/)
- **Applicability of 23 U.S.C. 217(i) for Bicycle Projects:** 23 U.S.C. 217(i) requires that bicycle facilities "be principally for transportation, rather than recreation, purposes". However, sections 133(b)(6) and 133(h) list "recreational trails projects" as eligible activities under STBG. Therefore, the requirement in 23 U.S.C. 217(i) does not apply to recreational trails projects (including for bicycle use) using STBG funds. Section 217(i) continues to apply to bicycle facilities other than trail-related projects, and section 217(i) continues to apply to bicycle facilities using other Federal-aid Highway Program funds (NHPP, HSIP, CMAQ). The transportation requirement under section 217(i) is applicable only to bicycle projects; it does not apply to any other trail use or transportation mode.
- There may be occasional DOT or agency incentive grants for specific research or technical assistance purposes.
- Aspects of many DOT initiatives may be eligible as individual projects. For example, activities above may benefit Ladders of Opportunity; safe, comfortable, interconnected networks; environmental justice; equity; etc.



