

Questions and Answers from BRVP Year 2 Webinar on January 6, 2015

Presentation materials

The presentation slides can be found at the Air District's BRVP website, located at <http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/BRVP.aspx>.

1) Questions – RE: Eligible costs:

- Do the vouchers cover tax, shipping, and delivery fees?
- Are installation costs eligible? Will it be paid by the voucher also?

Answer: Only costs incurred by approved vendors may be eligible for reimbursement to the approved vendor. This includes equipment, tax, shipping, and delivery fees. Costs incurred by other entities, such as the project sponsor, are not covered by the voucher. This includes **administrative expenses and costs to maintain the equipment as required.**

Vouchers are awarded in the amount of up to **\$60 per bicycle parking space for qualifying projects**. For example, if a bicycle rack is designed to hold two bicycles at a time, then that rack is eligible for up to the full cost of the bicycle rack, not to exceed \$120. Therefore more **costs are covered if less expensive equipment is selected.**

2) Questions – RE: Matching funds:

- Can TDA funds be used as a match for bicycle racks?
- Do matching funds have to be included? i.e., just order low cost racks so no matching funds required.
- Since it's a voucher program, this does not require upfront funds from the sponsor agency that later get reimbursed, correct? I got a little confused when you briefly mentioned matching funds. Thanks!

Answer: Potentially, all up-front costs incurred by the vendor (e.g., equipment, tax, shipping, installation, delivery) may be covered by the voucher if inexpensive equipment is selected. However, project sponsors would still be required to cover the costs related to their own administrative expenses and installation (if applicable) and maintenance of the equipment.

Applicants are responsible for ensuring that their matching funds are eligible for use in this program.

Finally, this program is designed to eliminate the need for agencies to provide upfront funding for costs incurred. Instead, voucher funds are applied when the order is placed and the Air District later reimburses the approved vendor once the equipment is delivered.

3) Questions RE: Eligible Applicants:

- You mentioned that one cannot request the grant for Universities, what about Junior colleges? Could one apply for a Junior college?
- Can one apply for public schools, i.e. elementary, junior, high school?
- I am interested to know if a church would qualify as a public agency.

Answer: All public agencies within the Air District's jurisdiction are eligible to apply to the BRVP. Examples of eligible agencies include, but are not limited to, cities and counties, public schools (including elementary, junior, high schools, universities, community colleges, and school districts), and regional, state, federal and special districts.

Private businesses and non-profits are not eligible to apply for funding; however, eligible project sponsors may choose to install equipment on a non-public entities' property (e.g., adjacent to a shopping center or private school). In these cases, the project sponsor is responsible for ensuring that the location meets all of the eligibility requirements (i.e., location must be publicly accessible, in close proximity to a major activity center) and that the equipment is adequately maintained for the duration of the useful project life (10 years) from the date of installation.

4) Questions – RE: Eligible Bike Rack Locations:

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- Are the bike racks/lockers required to be installed in the public right of way? Or is it allowed on private property, i.e. shopping areas. ?
- Can bicycle racks be installed in private right-of-way?
- Are there specific criteria that will determine if a location is accessible to the public or not?

Answer: Eligible project sponsors may choose to install equipment in the public right of way and on non-public property (e.g., adjacent to a shopping center or private school). In these cases, the project sponsor is still responsible for ensuring that the location meets all of the eligibility requirements (i.e., location must be publicly accessible, in close proximity to a major activity center) and that the equipment is adequately maintained for the duration of the useful project life (10 years) from the date of installation. For the purpose of this program, a site is considered publicly accessible if it can be accessed and used at no cost by any member of the public.

5) Question – Do you have a list of vendors that can install the bike racks:

Answer: No. However, certain participating vendors do offer installation services. Project sponsors who require assistance with installation will need to check with vendors to confirm whether installation service is available for their project and location. Applicants are encouraged to contact the vendors for more information.

6) Question – For the signed letter of commitment, can that be signed by the City Manager or other City staff:

Answer: It is the responsibility of each applicant to determine who is authorized to sign letter of commitments for their agency and whether a resolution of their Board/Council is required. Also, for reference, we have included a sample letter of commitment on the BRVP webpage.

7) Question – Is there a limit to the number of applications an organization can submit? i.e. if a city can Parks and Recreation, DPW and Lib all submit applications? And just to be clear one agency can have several different depts. submit applications, funding for single agency is \$15,000:

Answer: There is no limit to the number of departments or entitles that can apply; it's up to each applicant to decide whether their departments should submit individually or as a group. Please note that to the extent that there are efficiencies, the Air District encourages applicants to consolidate project orders as much as possible since shipping costs are waived for large orders and agencies may benefit from reduced internal admin costs.

8) Question – Are portable bike racks eligible? We have bike valets for our summer events and other special town wide events:

Answer: No.

9) Question – Is there a maximum amount any one applicant can receive?

Answer: Yes, the maximum award amount is \$15,000 per applicant per year

10) Question – Will this program have a year 3?

Answer: We do not have a response at this time, please check back in the May/June timeframe for information about availability of incentive funding for the next fiscal year.