



# **FYE 2015 Transportation Fund For Clean Air Regional Fund**

## **Guidance and Application Webinar for Electronic Bicycle Lockers**

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Bay Area Air Quality Management District



- Introduction to Bay Area Air Quality Management District
- Transportation Fund for Clean Air (TFCA) Program
- Review of FYE 2015 Guidance
- Application Instructions
- Q & A



# Bay Area Air Quality Management District (BAAQMD)



- **Established in 1955**
- **7 million residents**
- **5.5 million registered on-road vehicles**
- **9 Counties**

**Mission:** To protect and improve public health, air quality, and the global climate



# Transportation Fund for Clean Air Program (TFCA)



The TFCA provides funding to reduce emissions from on-road motor vehicles including **Bicycle Facility projects:**

- **TFCA Regional Fund:**

- Electronic Locker Program: \$500,000 (currently open)
- Bicycle Rack Voucher Program (BRVP) Year 2: \$300,000 (October 2014)

- **TFCA County Program Manager Fund:**

- Class 1, 2, & 3 Projects
- Bike racks (including racks on buses, trains & shuttles), and lockers & storage facilities
- Bike purchases for public fleets

# FYE 2015 – Electronic Bicycle Locker Projects



- **Funding Availability:** \$500,000
- **Eligible Applicants:** Only public agencies
- **Maximum Award:** \$50,000 per agency
- **Timeline:**
  - August 28, 2014: Opened project solicitation period and begin accepting applications
  - Applications are reviewed and qualifying projects are approved on a first-come, first-served basis
  - Notice of Award/rejection notices are issued within ~ 90 days from the date an application is submitted and proposed funding agreements are sent to project sponsors within ~ 30 days from the date of the Notice of Award
  - December 8, 2014: Final application submittal deadline

# Guidance, Policies, and Evaluation Criteria



- **Projects must comply with Board adopted policies**
- **General and project–type specific policies**
- **Highlighted policies**
  - Minimum award amount \$10,000 (Policy #6) and a minimum of 4 bicycles accommodated (e.g. a quad)
  - Must commence by end of calendar year 2015 (Policy #8) & must expend funds within 2 years of executed contract (Policy #20)
  - Must provide at least 10% in matching funds from non-TFCA sources (Policy #5)

# Appendix A:

## E-lockers Projects (Policy #30)

- Funding for the purchase and installation of new electronic bicycle lockers - \$2,500 per bicycle accommodated by the locker(s) at any given time, not to exceed \$50,000/applicant
- A description of bicycle parking must be included in an adopted countywide bicycle plan, Congestion Management Plan, or the Metropolitan Transportation Commission's Regional Bicycle Plan
- Project must serve a major activity center (e.g., transit station, office building, or school)

# Maximum Grant Funding



Total number of electronic lockers	Maximum grant amount
1	\$2,500
2	\$5,000
3	\$7,500
4	\$10,000
5	\$12,500
6	\$15,000
7	\$17,500
8	\$20,000
9	\$22,500
10	\$25,000
11	\$27,500
12	\$30,000
13	\$32,500
14	\$35,000
15	\$37,500
16	\$40,000
17	\$42,500
18	\$45,000
19	\$47,500
20	\$50,000



# Appendix B: Eligible TFCA Costs



Projects are only eligible for TFCA reimbursement for direct implementation costs including:

- Electronic bicycle locker(s) capital costs
- Site preparation material(s) costs
- Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to site preparation and installation of the electronic bicycle locker(s)
- Contractor labor charges related to site preparation and installation of the electronic bicycle locker(s)

# Appendix B: Ineligible TFCA Costs

TFCA funds *may not* be used to reimburse for the following:

- Costs related to maintenance, repairs, rehabilitation, or upgrades
- Operating costs (e.g., service fees, salaries after a locker is open for public use, ongoing training/support, advertising, and rent/leases)
- Planning activities not directly related to project implementation
- Indirect and administrative costs

# Matching Funds



- **Eligible as matching funds:** Monies expended for administrative costs (i.e., the costs associated with administering a TFCA Regional Fund grant)
- **Ineligible:**
  - TFCA County Program Manager funds
  - Monies expended by the Project Sponsor to maintain, repair, upgrade, rehabilitate, operate the electronic lockers, or other expenses that are not direct implementation costs

# Appendix D: Insurance Guidelines

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The Project Sponsor must provide certificates and/or other evidence of the following insurance coverage:

- Liability Insurance
- Property Insurance
- Workers Compensation Insurance

# Application Instructions



- Submit copies of application materials as specified in the table below:

Part	Application Part	Required Document Format	Submittal Instructions
1	SUMMARY INFORMATION	Microsoft Excel spreadsheet	One (1) hard copy, mail or hand deliver, AND email to <a href="mailto:grants@baaqmd.gov">grants@baaqmd.gov</a> .
2	PROJECT BUDGET	Microsoft Excel spreadsheet	One (1) hard copy, mail or hand deliver, AND email to <a href="mailto:grants@baaqmd.gov">grants@baaqmd.gov</a> .
3*	PROJECT TYPE-SPECIFIC INFORMATION	Microsoft Word document	One (1) hard copy; mail or hand deliver
4*	ATTACHMENTS	Microsoft Word document	One (1) hard copy; mail or hand deliver
5*	CERTIFICATION AND SURVEY	Microsoft Word document	One (1) hard copy; mail or hand deliver

# Application Instructions



- Mail:  
Karen M. Schkolnick  
District Grant Programs Manager  
Strategic Incentives Division  
Bay Area Air Quality Management District  
939 Ellis Street  
San Francisco, CA 94109
- Email: [grants@baaqmd.gov](mailto:grants@baaqmd.gov)
- Application materials, when not required, sent by email and/or by fax will not be accepted



## General Questions:

**Lisa Wan, Air Quality Technician**

**[lwan@baaqmd.gov](mailto:lwan@baaqmd.gov) (415) 749-5075**

## Bicycle Projects:

**Patrick Wenzinger, Administrative Analyst**

**[pwenzinger@baaqmd.gov](mailto:pwenzinger@baaqmd.gov) (415) 749-4934**



**E-Locker Website:**

**<http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/Electronic-Bicycle-Lockers.aspx>**