

TFCA REGIONAL FUND POLICIES AND EVALUATION CRITERIA FOR FY 2010/2011

The following policies apply to the Transportation Fund for Clean Air (TFCA) Regional Fund.

BASIC ELIGIBILITY

1. **Eligible Projects:** Only projects that result in the reduction of motor vehicle emissions within the Air District's jurisdiction are eligible.

Projects must conform to the provisions of the California Health and Safety Code (HSC) sections 44220 et seq. and Air District Board of Directors adopted TFCA Regional Fund Policies and Evaluation Criteria for FY 2010/11.

Projects must achieve surplus emission reductions, that is, beyond what is currently required through regulations, contracts, or other legally binding obligations at the time the Air District Board of Directors approves a funding allocation and at the time of the execution of a funding agreement.

2. **TFCA Cost-Effectiveness:** Unless otherwise noted below, projects must meet a cost-effectiveness (C-E) of \$90,000 per ton. Cost-effectiveness is based on the ratio of TFCA funds awarded divided by the sum total tons of reactive organic gases (ROG), oxides of nitrogen (NO_x), and weighted particulate matter 10 microns in diameter and smaller (PM₁₀) reduced (\$/ton).

Certain project categories further specify the eligible funding amount per item (for example, \$/vehicle) which is based on the cost-effectiveness levels below.

Project Type	Policy #	C-E Level Maximum (\$/weighted ton)
Shuttle/Feeder Bus Service—Existing	27	\$90,000
Shuttle/Feeder Bus Service—Pilot	27	\$125,000
Regional Ridesharing	28	\$90,000
Bicycle Facility- Bicycle Lanes and Paths	29	See policy 29 for award amounts
Bicycle Facility –Bicycle Lockers/Racks	30	See policy 30 for award amounts

3. **Consistent with Existing Plans and Programs:** All other project categories must comply with the transportation control measures and mobile source measures included in the Air District's most recently approved strategy(ies) for State and national ozone standards and, when applicable, with other adopted State, regional, and local plans and programs.
4. **Eligible Recipients and Authority to Apply:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing.
 - a. **Eligible Recipients:**
 - i. **Public agencies** are eligible to apply for all project categories.
 - ii. **Non-public entities** are only eligible to apply for new alternative-fuel (light, medium, and heavy-duty) vehicle projects, and advanced technology demonstrations, as described in HSC section 44241(b)7.
 - b. **Authority to Apply:** Applications must include either: 1) a signed letter of commitment from an individual with authority to enter into a funding agreement and carry out the project (e.g., Chief Executive or Financial Officer, Executive Director, City Manager, etc.), or 2) a signed resolution

from the governing body (e.g., City Council, Board of Supervisors, Board of Directors, etc.) authorizing the submittal of the application and identifying the individual authorized to submit and carry out the project.

5. **Viable Project and Matching Funds:** Unless otherwise specified in the project category policies below, applications must provide matching funds from a non-Air District source, which equal or exceed at least 10% of the total project cost.

Applications must identify sufficient resources to complete the respective project. The project sponsor shall not enter into a TFCA Regional Fund funding agreement until all non-Air District funding has been approved and secured.

6. **Minimum Grant Amount:** \$10,000 per project.
7. **Maximum Grant Amount:** Maximum award per calendar year:
 - a. **Each public agency** may be awarded up to \$1,500,000, and
 - b. **Each non-public entity** may be awarded up to \$500,000.
8. **Readiness:** Projects must commence in calendar year 2011 or sooner. For purposes of this policy, “commence” means to receive delivery of vehicles, equipment, services, or to award a construction contract.
9. **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years.
10. **Project Revisions:** Project revisions initiated by the project sponsor which significantly change the project before the allocation of funds by the Air District Board of Directors may not be accepted. Following Air District Board of Directors allocation of funds for a project, an applicant may request revisions to that project that the applicant deems necessary or advisable, based on information the applicant received after the Board’s allocation of funding. The Air District will consider only requests that are based on new information, are within the same eligible project category, and meet the same cost-effectiveness.

APPLICANT IN GOOD STANDING

11. **In Compliance with Agreement Requirements:** Project sponsors who have failed to meet project implementation milestones or who have failed to fulfill monitoring and reporting requirements for any project funded by the Air District may not be considered eligible for new funding until such time as all of the unfulfilled obligations are met.
12. **Failed Audit:** Project sponsors who have failed either a fiscal audit or a performance audit for a prior Air District funded project will be excluded from future funding for five (5) years. Additionally, project sponsors with open projects will not be reimbursed for those projects until all audit recommendations and remedies have been satisfactorily implemented. A failed fiscal audit means an uncorrected audit finding that confirms an ineligible expenditure of funds. A failed performance audit means that a project was not implemented as set forth in the project funding agreement
13. **Signed Funding Agreement:** Only a fully executed funding agreement (i.e., signed by both the project sponsor and the Air District) constitutes the Air District’s award of funds for a project. The Air District Board of Directors approval of an application does not constitute a final obligation on the part of the Air District to fund a project.

Project sponsors must sign a funding agreement within 60 days from the date it has been transmitted to them in order to remain eligible for award of TFCA funds. The Air District may authorize an extension of

up to a total period of 120 days from the transmittal because of circumstances beyond project sponsor's reasonable control and at the Air District's discretion.

Project sponsors who failed to return a funding agreement from a previous funding cycle are not eligible to apply for a 12-month period.

14. **Insurance:** Each project sponsor must maintain general liability insurance and such additional insurance that is appropriate for specific projects, with coverage amounts specified in the respective funding agreements.

INELIGIBLE PROJECTS

15. **Planning Activities:** Feasibility studies are not eligible for funding, nor are projects that only involve planning activities and that do not include an implementation phase. In addition, land-use projects (i.e., Smart Growth, Traffic Calming, and Arterial Management) that have not completed the Preliminary Design phase are not eligible.
16. **Cost of Developing Proposals and Grant Applications:** The costs to develop proposals or prepare applications are not eligible for TFCA funding.
17. **Duplication:** Projects that have previously received TFCA funds and therefore do not achieve additional emission reductions are not eligible.

USE OF TFCA FUNDS

18. **Combined Funds:** TFCA County Program Manager Funds **may not** be combined with TFCA Regional Funds.
19. **Administrative Costs:** Administrative costs (i.e., the costs associated with administering a TFCA grant) are limited to a maximum of five percent (5%) of total TFCA funds expended on a project. To be eligible for reimbursement, administrative costs must be clearly identified in the application project budget and in the funding agreement between the Air District and the project sponsor.
20. **Expend Funds within Two Years:** Project sponsors must expend the awarded funds within two (2) years of the effective date of the funding agreement, unless a longer period is formally (i.e., in writing) approved in advance by the Air District in a funding agreement or as an amendment to the funding agreement.

ELIGIBLE PROJECT CATEGORIES:

CLEAN AIR VEHICLE PROJECTS

21. : **Reserved**
22. **Reserved**
23. **Reserved**
24. **Reserved**
25. **Reserved**
26. **Reserved**

SHUTTLE/FEEDER BUS SERVICE PROJECTS

27. **Shuttle/Feeder Bus Service:** Shuttle/feeder bus service projects are those requesting funds to operate a shuttle or feeder bus route to or from a rail station, airport, or ferry terminal. To be eligible, shuttle/feeder bus service schedules must be coordinated with connecting rail or ferry schedules.

Shuttle/feeder bus service applicants must either: a) be a public transit agency or, b) submit documentation from the General Manager of the transit agency that provides service in the area of the proposed shuttle route, which demonstrates that the proposed shuttle service does not duplicate or conflict with existing transit agency service.

All vehicles used in shuttle/feeder bus service must meet the applicable CARB standards for public transit fleets use one of the following types of shuttle/feeder bus vehicles:

- a. an alternative fuel vehicle (e.g.compressed natural gas, liquefied natural gas, propane, electric);
- b. a hybrid-electric vehicle;
- c. a post-1997 diesel vehicle with a CARB Verified Diesel Emission Control Strategy (e.g., retrofit);
or
- d. a post-1989 gasoline-fueled vehicle.

Pilot shuttle/feeder bus service projects are required to meet a cost-effectiveness of \$125,000/ton during the first two years of operation (see Policy #2). Pilot projects are defined as new routes that are at least 70% unique and have not been in operation in the past five years.

Pilot shuttle/feeder project applicants must provide data supporting the demand for the service, letters of support from potential users and providers, and plans for financing the service in the future.

RIDESHARING PROJECTS

28. **Regional Ridesharing Projects:** For TFCA Regional Fund eligibility, ridesharing projects must be comprised of riders from at least three Bay Area counties. Applications for projects that provide a direct or indirect financial transit or rideshare subsidy exclusively to employees of the project sponsor are not eligible. Ride matching services must be coordinated with Metropolitan Transportation Commission's regional ridesharing program.

BICYCLE FACILITY PROJECTS

29. **Bikeways – Paths Lanes & Routes**

Bikeway projects include new:

- **Class I Bicycle Paths:** provide a separated right of way for the exclusive use of bicycles and pedestrians, in which motorized vehicles are prohibited and crossings by pedestrians and automobiles are minimized.
- **Class II Bicycle Lanes:** paved, on-road bikeways that separate bicyclists from vehicle traffic by a striped lane dedicated for one-way bicycle travel. Grant funding amounts for Continuous Construction and Standard Class-2 Bicycle Lanes may not be combined for the same segment.
 - Class-2 Bicycle Lane (**Continuous Construction**) – must entail physical improvements (e.g., non-maintenance paving or the widening of a roadway shoulder) continuously over the length of the segment.
 - Class-2 Bicycle Lane (**Standard**) –includes project elements other than Continuous Construction, such as striping, marking and loop detectors.
- **Class III Bicycle Routs:** indicate a preferred route for bicycle travel that is shared with motor vehicles. They follow roadways where traffic is relatively light and potential conflicts between bicycles and vehicles can be minimized. Street markings, traffic calming devices and barriers are eligible elements of a Class III project.

Project-specific requirements:

Projects must be included in an adopted countywide bicycle plan, Congestion Management Program (CMP), or the Metropolitan Transportation Commission’s Regional Bicycle Plan.

Projects must, where applicable, be consistent with design standards published in Chapter 1000 of the California Highway Design Manual.

Bikeway projects must:

- a. Reduce vehicle trips made for utilitarian purposes (e.g., work or school commuting), and
- b. Be one of the following:
 - Within one-half mile of at least three major activity centers (e.g., transit stations, office complexes, schools), or
 - Provide a gap closure (e.g., a bridge over a roadway) in, or an extension to, an existing bicycle network that already services three major activity centers. The new segment must be within three contiguous bikeway miles of the requisite activity centers. Gap closure projects may apply for TFCA funding under the Smart Growth project type as well.

Pre and post-project bicycle counts must be conducted and reported for bikeways projects that are awarded more than \$100,000, in TFCA funds.

Maximum grant amounts listed below are based on bikeways going in two directions on a roadway; a bikeway going in a single direction would qualify for only one-half the stated amount*.

Maximum grant award amounts per project type:

Project Type	Maximum \$ per Two-Way Segment*
Class-1 Bicycle Path	\$115,000 per mile of path
Class-2 Bicycle Lane – Continuous Construction	\$ 85,000 per mile of roadway
Class-2 Bicycle Lane – Standard	\$ 30,000 per mile of roadway
Class-3 Bicycle Route	\$ 15,000 per mile of route

30. Bicycle Parking

Bicycle Parking projects include new:

- Bicycle racks (including those on streets, sidewalks, vehicles and vessels);
- Electronic and mechanical (including retrofit from mechanical to electronic) bicycle lockers; and
- Secure bicycle parking (including bicycle cages and parking stations).

Project-specific requirements:

Projects must be included in an adopted countywide bicycle plan, Congestion Management Program (CMP), or the Metropolitan Transportation Commission’s Regional Bicycle Plan.

Specific locations for racks and lockers must be identified in applications for funding.

Stationary bicycle parking projects (including racks, lockers, cages, and parking stations) must be located at a major activity center (e.g., transit station, shopping center, office building, or school).

User data must be collected and reported for electronic bicycle locker projects that are awarded more than \$25,000, in TFCA funds.

Maximum grant award amounts per project type:

Project Type	Maximum \$ per Unit
Bicycle Locker(s) – Electronic	\$ 2,500 per locker
Bicycle Locker(s) – Retrofit mechanical to electronic	\$ 650 per retrofit kit
Bicycle Locker(s) – Mechanical	\$ 900 per locker
Bicycle Rack(s)	\$ 60 per bicycle accommodated
Bicycle Rack(s) on Vehicles	\$ 750 per rack
Secure Bicycle Parking	\$ 130 per bicycle accommodated

REGIONAL FUND EVALUATION CRITERIA

TFCA projects will be evaluated on a first-come-first-serve basis. In order to address Air District priorities, funding available will be reserved as follows:

- **For Shuttle/Feeder Bus Services and Ridesharing Projects:** 60% of funding available in this category will be reserved for:
 - Projects in Highly Impacted Communities as defined in the Air District Community Air Risk Reduction plans.
 - Priority Development Areas
 - Projects that reduce green house gasses (GHG)

Funding for the Bicycle Facility Projects will be available on a first-come-first-serve basis without funding reservations.