

TFCA REGIONAL FUND POLICIES AND EVALUATION CRITERIA FOR FYE ~~20110/20121~~

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 FYE ~~20102011/121~~.

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)
Reserved	21	Reserved
Reserved	22	Reserved
Reserved	23	Reserved
Reserved	24	Reserved
Reserved	25	Reserved
Reserved	26	Reserved
Shuttle/Feeder Bus Service—Existing	27	\$90,000
Shuttle/Feeder Bus Service—Pilot	28 7	\$125,000
Regional Ridesharing	29 8	\$90,000
Reserved Bicycle Facility—Bicycle Lanes and Paths	30 29	Reserved See policy 29 for award amounts
Reserved Bicycle Facility—Bicycle Lockers/Racks	31 30	Reserved See policy 30 for award amounts

3. **Consistent with Existing Plans and Programs:** All 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 [achieving and maintaining](#) State and national ozone standards, [those plans and programs established pursuant to California Health & Safety Code \(HSC\) sections 40233, 40717 and 40919](#), 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 [with the Air District](#).
 - 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 that are permitted pursuant to 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~~2012 or sooner. “Commence” includes any preparatory actions in connection with the project’s operation or implementation. For purposes of this policy, “commence” can mean the issuance of a purchase order to secure to receive delivery of project vehicles and equipment the services, or the delivery of the award letter for a award-service contract; or the delivery of the award letter for a construction contract.

~~8.9.~~ **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, may receive funding for up to two are eligible to apply for a (2) years of operation or implementation period of up to two (2) years.

~~9.10.~~ **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 to carry out the purposes of the project, 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

~~10.11.~~ **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 Independent Air District Audit Findings and Determinations:** 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 from the date of the Air District’s final determination in accordance with

HSC section 44242. 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.

Reimbursement is required where it has been determined that funds were expended in a manner contrary to the TFCA Regional Program's requirements and requirements of HSC Code section 44220 et seq.; the project did not result in a reduction of air pollution from the mobile sources or transportation control measures pursuant to the applicable plan; or the funds were not spent for reduction of air pollution pursuant to a plan or program to be implemented by the TFCA Program, or otherwise failed to comply with the approved project scope as set forth in the project funding agreement.

~~11.13.~~ **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. Approval of an application for the project by 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.~~

~~12.14.~~ **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 throughout the life of the project.

INELIGIBLE PROJECTS

~~13.15.~~ **Planning Activities:** Feasibility studies and other planning studies are not eligible for funding by the Air District. Funding may not be used for any planning activities that are not directly related to the implementation of a specific project or program. ~~, 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.

~~14.16.~~ **Cost of Developing Proposals and Grant Applications:** The costs to develop proposals or prepare grant applications are not eligible for TFCA funding.

~~15.17.~~ **Duplication:** Projects that have previously received TFCA funds and therefore do not achieve additional emission reductions are not eligible.

Combining TFCA County Program Manager Funds with TFCA Regional Funds to achieve greater emission reductions for a single project is not considered project duplication.

USE OF TFCA FUNDS

~~16.18.~~ **Combined Funds:** TFCA County Program Manager Funds may be combined with TFCA Regional Funds. ~~To for the funding of an eligible project~~ that is eligible and meets the criteria for funding under both Funds. For the purpose of calculating the TFCA cost-effectiveness ~~(Regional Fund Evaluation Criterion #1)~~, the combined sum of TFCA County Program Manager Funds and TFCA Regional Funds shall be used to calculate the TFCA cost of the project.

~~17.19.~~ **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.

~~18.20.~~ **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

~~19.21.~~ Reserved.

~~20.22.~~ Reserved.

~~21.23.~~ Reserved.

~~22.24.~~ Reserved.

~~23.25.~~ Reserved.

~~24.26.~~ Reserved.

SHUTTLE/FEEDER BUS SERVICE PROJECTS

~~27.~~ **Shuttle/Feeder Bus Service:** ~~Shuttle/feeder bus service~~ Projects that significantly lower single-occupancy vehicle trips while minimizing emissions created by the shuttle vehicle are eligible for funding. are those requesting funds to operate a The shuttle or feeder bus project's route must operate to or from a rail station, airport, or ferry terminal and must coordinate with connecting rail or ferry schedules. ~~Shuttles~~ Projects ~~cannot~~ must not serve in the replace of a local bus service or serve the same route as a local bus service, but rather must connect transit facilities to local commercial, employment and residential areas.

~~To be eligible, shuttle/feeder bus service schedules must be coordinated with connecting rail or ferry schedules.~~

Shuttle/feeder bus service applicants must be either:

~~— a) be a~~ A public transit agency or ;

~~— or ;~~

a. A transit district that directly operates the shuttle/feeder bus service;

b. A city, ~~or a county,~~ or any other public agency.

Unless the applicant is the transit agency or transit district that directly implements this project, the project applicant must ~~b)~~ submit documentation from the General Manager of the transit district or 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.

Projects that request up to \$100,000 annually in TFCA Regional Funds for shuttle operation are eligible to apply for two years of funding. Projects that request more than \$100,000 annually in TFCA Regional

~~Fund for shuttle operation~~ are eligible for only one year of funding and must apply each year for subsequent funding.

~~Applicants are strongly encouraged to use the cleanest All-vehicles powered with the best-available technology (e.g., electric, hydrogen) to provide the used in shuttle/feeder bus service. In all cases, vehicles must meet all the applicable California Air Resources Board (CARB) regulations, standards for public transit fleets. Eligible vehicle types include use one of the following types of shuttle/feeder bus vehicles:~~

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

28. Pilot Shuttle/Feeder Bus Service: ~~Pilot projects are defined as new routes that are at least 70% unique and have not been in operation in the past five years. In addition to meeting the requirements listed in Policy 27 for Shuttle/Feeder Bus Service, pilot shuttle/feeder project applicants must also provide data supporting the demand for the service, including letters of support from potential users and providers, and plans for financing the service in the future. Pilot shuttle/feeder bus service projects are required to must meet and maintain a minimum cost-effectiveness of \$125,000/ton during the first two years of operation (see Policy #2) and a minimum cost-effectiveness of \$90,000 by the end of the second year 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. Projects may only receive a maximum of two years of funding under the Pilot designation. Applicants must apply for subsequent funding under the Shuttle/Feeder Bus designation, described above.~~

~~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.~~

REGIONAL RIDESHARING

~~25-29. Regional Ridesharing Projects:~~ For TFCA Regional Fund eligibility, ridesharing projects must be comprised of riders from at least ~~three-five~~ Bay Area counties, with no one county accounting for more than 80% of all riders, as verified by documentation submitted with the application. Ride matching services must be coordinated with the Metropolitan Transportation Commission's regional ridesharing program. 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

~~26-30. Reserved Bikeways—Paths Lanes & Routes~~

~~Bikeway projects include new:~~

- ~~a. **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.~~
- ~~b. **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.~~

- i. ~~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.~~
- ii. ~~Class 2 Bicycle Lane (Standard) includes project elements other than Continuous Construction, such as striping, marking and loop detectors.~~
- e. ~~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:
 - i. Within one-half mile of at least three major activity centers (e.g., transit stations, office complexes, schools), or
 - ii. 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.

TFCA funding is limited to a maximum award amount of \$120,000 per project. Maximum funding amounts listed below are based on bikeways going in two directions; a bikeway going in a single direction would qualify for only one-half the stated amount*.

Maximum funding 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

27.31. Reserved Bicycle Parking

Bicycle Parking projects include new:

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

~~e. 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.~~

~~TFCA funding is limited to a maximum award amount of \$120,000 per project.~~

~~Maximum funding 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:

1. **For Shuttle/Feeder Bus Services and Ridesharing Projects:** 60% of funding available in this category will be reserved for projects that fall within one or more of the following categoriesfor:
 - a. Projects in Highly Impacted Communities as defined in the Air District Community Air Risk Reduction plans;;
 - b. Priority Development Areas; and
 - c. Projects that reduce green-house gasses (GHG);
2. **Reserved. For Bicycle Facility Projects: Funding will be available on a first-come-first-serve basis without funding reservations.**