**TFCA BASE APPLICATION**

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| --- |
| **Date**:  **Project Sponsor:**  **Project Title**: |

**Application Checklist**

Below, indicate the components of this application. A base application and Attachments 1-3 are required. Identify any other required and/or optional attachments in the space provided under Attachment 4. Clearly name files according to the attachment number.

**Base Application, Parts 1 – 5** *(required)*

**Attachment 1 - Project Information Form** *(required)*: For Attachment 1, applicants are to complete one of the Project Information Forms posted with the call for projects. Part 1 of the Base application identifies which form corresponds with each eligible project type.

**Attachment 2 -** **Map of Project Limits/Route** *(required)*: Provide a map of the project area, indicating the existing conditions and the proposed project. For operations, provide a map of the program area or the Shuttle/Feeder Bus route. For certain project types additional map requirements may be specified in the corresponding Project Information Form.

**Attachment 3 - Project Budget Forms** *(required)*: Complete the provided project budget (Excel) file. Also submit a detailed cost estimate, if one has been prepared.

**Attachment 4 - Other Attachments:**

List any other attachments *(as required for certain project types and/or optional*)**:**

**4a:**

**4b:**

**4c:**

**4d:**

**4e:**

**4f:**

**4g:**

***Complete application packages are due by 5:00 p.m. Friday, April 12, 2019****. Submit application files electronically, via email, to* [*jtaylor@alamedactc.org*](mailto:jtaylor@alamedactc.org)*.*

**PART 1: BASIC PROJECT INFORMATION**

**Project Title:**

**Project Sponsor:**

**Amount of TFCA Requested:**

**Brief Project Description:** (Description only - not benefits. 1-3 sentences.)

**General Location:** (City and general area/neighborhood in which the project is located)

**Project Type:** (*Select One*)

The corresponding Project Information Form for each project type is indicated in italics.

Bicycle Facilities/Lanes *(Form A)*

Bicycle Parking/Storage/Purchase *(Form B)*

Bike Share *(Form C)*

Alternative Fuel/Electric Vehicle Charging Infrastructure *(Form D)*

Alternative Fuel Vehicle(s), Light-duty, Heavy-duty or Bus *(Form E)*

Pilot and Existing Shuttle or Feeder Bus Service and Pilot Trip Reduction *(Form F)*

Arterial Management: includes signal timing, coordination and upgrades and/or

Transit Signal Priority *(Form G; signal timing projects are to also complete the Excel version of Form G)*

Transportation Demand Management: includes commuter and school-based ridesharing, carpool and transit incentives and Guaranteed Ride Home (GRH) programs *(Form H)*

Smart Growth/Traffic Calming *(Form I)*

Other (specify):

**PART 2: SPONSOR INFORMATION**

**Primary Contact Person:**

**Title:**

**Agency:**

**Phone:**

**Email:**

**Mailing Address:**

**Secondary Contact Person:**

**Title:**

**Agency:**

**Phone:**

**Email:**

**Mailing Address:**

**PART 3: DETAILED PROJECT INFORMATION**

*Eligibility Note: Per the Air District TFCA Policies, TFCA projects must achieve surplus emissions reductions, i.e., reductions beyond what is required through existing regulations, ordinances, contracts, or other legally binding obligations and mitigations. Projects resulting from/implementing these types of requirements and/or mitigations may be ineligible to receive TFCA funding. If you have questions, contact Alameda CTC to discuss prior to completing an application.*

**A. Detailed Project Description:** Provide a detailed yet concise description of the project scope. Include existing conditions and all relevant project history. Describe specifically what the requested TFCA funding would be used for. *Limit to 250 words or less*.

**B. Project Need, Goals and Benefits:** Briefly outline the need for the project and the project’s goals and benefits. Include how the project addresses the existing need. *Limit to 100 words or less*.

**C. Project Location and Limits:** Describe the location of the project. Include city, streets and/or project limits, as appropriate.

1. **High-impact Areas**: Is project is located within the following designated areas? If yes, identify area(s). If project is not located within, but serves or otherwise benefits an area, explain.
   * + 1. Community Air Risk Evaluation (CARE) Area? [CARE Area reference map](http://www.baaqmd.gov/~/media/files/planning-and-research/care-program/revised-2013-care-communities-pdf.pdf?la=en)

* + - 1. Priority Development Area (PDA)? [PDA reference map](https://www.alamedactc.org/wp-content/uploads/2018/11/2017_AlamedaCounty_PDA_IGS.pdf)

* + - 1. Community of Concern (COC)? [COC reference map](http://opendata.mtc.ca.gov/datasets/mtc-communities-of-concern-in-2018-acs-2012-2016)

**E. Project Schedule:** Complete the following schedules, capital or operations, as appropriate, and reflecting the following time constraints placed on TFCA projects. All projects approved for FY 2019-20 TFCA funding are to start by December 31, 2020. Projects delayed beyond this date may need to be cancelled and the funds reprogrammed.TFCA projects have a two-year expenditure deadline, which will be set by the Air District after the FY 2019-20 program is approved. At this time, the deadline is estimated to be no earlier than October 2021. A longer expenditure period may be allowed if approved by the Alameda CTC at the time of programming. Alternatively, once projects have started, sponsors may request up to two, 1-year time extensions, subject to Alameda CTC approval.

|  |  |
| --- | --- |
| **Capital Project Milestones** | **Projected or Actual**  **Date of Completion** (Month/Year) |
| Begin Environmental Studies |  |
| Environmental Approval – CEQA |  |
| Environmental Approval – NEPA |  |
| Begin Design |  |
| Final PS&E |  |
| Secure Right-of-Way Certification |  |
| Advertise Construction Phase |  |
| Begin Construction (Award) |  |
| Notice of Completion –(Accept Contract) |  |
| Project Closeout – Submit Final Invoice Final Project Report |  |
| **Operations or Other Milestones**  *(Add up to 6 custom milestones)* | **Projected or Actual**  **Date of Completion** (Month/Year) |
| Operations Start |  |
| Custom 1: |  |
| Custom 2: |  |
| Custom 3: |  |
| Custom 4: |  |
| Custom 5: |  |
| Custom 6: |  |
| Operations End |  |
| Operations Closeout *(Submit Final Invoice & Final Project Report)* |  |

**PART 4: PROJECT READINESS**

1. **Is the project dependent upon another uncompleted major capital project?**

Yes → Explain:

No

**B. What type of environmental documents will be prepared to meet CEQA and NEPA requirements, if applicable? If the environmental phase is complete, provide the document type and approval date for CEQA and/or NEPA documents, as applicable.**

**C. List any issues that may require more detailed study or otherwise impact the project scope, readiness and/or schedule.**

**D. Is the project entirely within the Sponsor’s right-of-way?**

Yes

No → Describe any new right-of-way, permits or easements required and state when they will be acquired:

NA

**E. Are there any utility issues related to the proposed project including any relocations being implemented separately from the proposed project?**

Yes → Explain:

No

NA

**F. Is there significant local opposition or any pending lawsuits related to the project that may prevent the project from meeting any funding or delivery deadlines?**

Yes → Explain:

No

**G. Have all affected departments (within the local government agency, transit agencies, and/or other public agencies) been involved in the development of the project and reviewed the project to ensure feasibility?**

Yes → List the departments and agencies:

No → Explain:

**PART 5: TRANSPORTATION CONTROL MEASURES**

TFCA projects must implement one or more of the Transportation Control Measures (TCMs) included in the Air District's [2017 Clean Air Plan](http://www.baaqmd.gov/plans-and-climate/air-quality-plans/current-plans). A TCM is any strategy to reduce demand for motor vehicle travel, promoting efficient vehicles and transit service, and electrifying motor vehicles and equipment.

**A**. **Check all of the relevant TCM(s) the project will implement** *(check at least one)****:***

**TR2** Trip Reduction Programs

**TR3** Local and Regional Bus Service

**TR4** Local and Regional Rail Service

**TR7** Safe Routes to Schools and Transit

**TR8** Ridesharing, Last-Mile Connection

**TR9** Bicycle and Pedestrian Access and Facilities

**TR14** Cars and Light Trucks

**TR19** Medium and Heavy Duty Trucks

To obtain a full description of the TCMs listed above, please refer to Chapter 5, Table 5-2, of the [2017 Clean Air Plan](http://www.baaqmd.gov/plans-and-climate/air-quality-plans/current-plans).

**B. Describe how your project will implement the selected TCM(s):**

**C. Describe how this project will reduce motor vehicle emissions by implementing the selected TCM(s):**