**ALAMEDA COUNTY TFCA BASE APPLICATION**

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

Applicants are encouraged to read the entire Notice of Call for Projects to make sure the TFCA requirements and limitations are understood prior to completing an application. The Notice, all application files, resources, and Alameda CTC staff contacts are posted online at: <https://www.alamedactc.org/funding-opportunities>.

*Prior to applying, if sponsors would like to first see if a project may be a good fit for TFCA, complete the applicable Project Information Form, and email to Alameda CTC staff with a request for a “pre-application review” as early as possible and no later than Friday, July 11.*

**Submit the complete application package by 5 p.m. Friday, July 18, 2025** via email to Alameda CTC staff.

**Application Checklist**

Below, check the boxes to indicate the completed components of this TFCA application. Include the attachment numbers in the filenames.

**Required:**

[x]  **Base Application, Parts 1 – 5** *(this Word file; required)*

[ ]  **Attachment 1 - Project Information Form** *(required)*: Complete one of the TFCA Project Information Forms *(posted with the application materials)*. See Part 1 of the Base Application (next page) to see which project information form corresponds with each eligible project type.

[ ]  **Attachment 2 -** **Map of Project Limits/Route** *(required)*: Provide a PDF map of the project area, indicating the proposed project and limits. 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 / Funding / Schedule Form** *(required)*: Complete the provided Excel workbook (all tabs). Also submit a detailed cost estimate, if one has been prepared.

**Optional:**

**Attachment 4 - Other Attachments:**

List any other attachments *(optional or as required for certain project types*). For any large files, such as relevant reports or studies, please include a link/URL**:**

[ ]  **4a:**

[ ]  **4b:**

[ ]  **4c:**

[ ]  **4d:**

[ ]  **4e:**

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**PART 1: BASIC PROJECT INFORMATION**

**Project Title:**

**Project Sponsor:**

**TFCA $ Request:**

**Total Project Cost:**

**Brief Project Description:** (*Include location and project limits. 1-3 sentences.*)

**Project Type:**

See the [Funding Opportunities](https://www.alamedactc.org/funding/funding-opportunities) page for a list of TFCA-eligible project types with the Air District-assigned project. List all of the project types and codes that apply to this project, starting with the primary one:

The corresponding Project Information Form for each primary project type is indicated in italics and available for download with the application resources (*Select One*):

[ ]  Bicycle Parking/Storage/Purchase *(Form A)*

[ ]  Bicycle Facilities/Lanes *(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)*

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

[ ]  Arterial Management (Adaptive/actuated signal timing, coordination and upgrade projects *(Form G)*

**Note:** This project type requires case-by-case approval by the Air District Board to be eligible. Sponsors should contact Alameda CTC staff to discuss the project prior to completing Form G.

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

[ ]  Capital Projects for Trip Reduction (e.g., transit signal priority, bus rapid transit, ferry terminals, pedestrian projects) *(Form I)*

**PART 2: SPONSOR INFORMATION**

Questions about this project application should be directed to:

**Primary Project Contact:**

**Title:**

**Address:**

**Email:**

**Phone:**

**Secondary Project Contact:**

**Title:**

**Address:**

**Email:**

**Phone:**

**Authority to apply:**

The applicant confirms, to the best of their knowledge, that the information provided in this application is complete and accurate and formally certifies that they have the authority to submit a funding application on behalf of the sponsor agency. The applicant also confirms that a formal resolution of local support will be provided for any successful project applications that are recommended or TFCA funding.

**Applicant Name:**

If applicant is neither the primary nor secondary project contact:

**Title:**

**Email:**

**phone:**

**PART 3: DETAILED PROJECT INFORMATION**

**A. Detailed Project Description:** Provide a detailed yet concise description of the project scope. Include existing conditions and relevant project history. Identify which phase, scope and/or activities are proposed for TFCA funding. *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 specifically addresses the existing need. *Limit to 100 words or less*.

**C. Project Location and Limits:** Describe the location of the project. Include cities, streets and/or project limits, as appropriate. Select the applicable Planning Area(s).

Planning Area(s) (*Select all that apply.*)

**[ ]** North **[ ]** Central **[ ]** East **[ ]** South **[ ]** Countywide

1. **Countywide Bikeways Network (CBN):** Is the project a bicycle facility project located on or improves the CBN? (*See the Resources > CBN on the* [*Funding Opportunities*](https://www.alamedactc.org/funding/funding-opportunities) *page*.)

**[ ]** Yes **[ ]** No **[ ]** N/A

*If Yes*: a) list the CBN network corridor(s) and segment(s) the project improves and whether the project is directly on the named corridor street/route or on a parallel route. If the project is on a parallel route, explain if and how the project fulfills each of the selection criteria for the named corridor street.

b) Explain how the project meets Alameda CTC’s **All Ages and Abilities Policy**:

1. **Priority Areas**: Is the project located within or does it directly benefit any of the following priority areas? Select all that apply. (*See the Resources > Priority Areas on the* [*Funding Opportunities*](https://www.alamedactc.org/funding/funding-opportunities) *page.)*

[ ]  SB 535 Disadvantaged Community

[ ]  AB 1550 Low-Income Community

[ ]  AB 617 Community (West or East Oakland)

[ ]  MTC-defined Equity Priority Area (EPC)?

[ ]  MTC-defined Priority Development Area (PDA)?

[ ]  Other priority areas and/or underserved communities? If Yes, list all that apply:

For the above selected/identified areas and communities, explain how project directly benefits each. If the project is not physically located within the identified priority area(s), but directly benefits the area’s residents and/or other underserved areas or communities, explain how:

**PART 4: PROJECT READINESS**

1. **Check the boxes below to indicate the project will meet the TFCA Timely Use of Funds requirements:**

**[ ]**  (For capital projects) Project has completed all applicable environmental reviews or is on track to do so by the TFCA award date (anticipated October 2025), or shortly thereafter.

**[ ]**  Project is ready to start construction, procurement, or program/shuttle operations by December 2026.

**[ ]** Project will expend the TFCA funds within two years of the TFCA award date (~October 2027).

If any of the above boxes are unchecked, explain the current status and anticipated timeline. Later start and expenditure dates may be considered on a case-by-case basis.

**B. List any issues that may impact the project scope, readiness, and/or schedule** (examples: inter-agency or community coordination and/or conflicts, lawsuits, the project’s dependency on completion of another major capital project, etc.). Applicant may provide more detailed responses in the subsequent questions, as appropriate.

**C. Describe the community engagement completed to date for the project and the level of demand/ support from the community members.** Specify key events, dates, and participating Community Based Organizations, and how community input has been reflected in the project placement and design. If community input has not been solicited or has not been incorporated, explain why, and describe the plan for any future community engagement.

**D. Describe the coordination efforts with and level of demand/support from all affected departments, internal and external** (within the local government agency, transit agencies, and/or other public agencies). Have they been involved in the development of the project, reviewed the project to ensure feasibility, and confirmed their commitment if their resources are necessary to implement the project?

**E. Is the project entirely within the Sponsor’s right-of-way?** Describe any new right-of-way permits or easements required and the status of each. Also, identify any known utility relocations, conflicts, or other conditions within the project right-of-way that may require third party agreements or conflict resolution.

**F. Explain how the project will be operated/maintained once completed and for how long.** Confirm the responsible agency(s) for maintaining the improvement and whether new maintenance and/or operations agreements are required.*(Refer to the applicable Project Information Form for the minimum required years of operation/maintenance).*

**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 a strategy to reduce demand for motor vehicle travel, promoting efficient vehicles and transit service, and electrifying motor vehicles and equipment. To view a full description of the TCMs listed below, please refer to Chapter 5, Table 5-2, of the Plan. (The link to the Clean Air Plan and Table 5-2 are also available on the [Funding Opportunities](https://www.alamedactc.org/funding/funding-opportunities) page.)

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

[ ]  **TR2** Trip Reduction Programs (includes TDM programs, transit and ridesharing incentives)

[ ]  **TR3** Local and Regional Bus Service

[ ]  **TR4** Local and Regional Rail Service

[ ]  **TR6** Freeway and Arterial Operations

[ ]  **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

[ ]  **Other** (Identify TCM and explain below):

**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):**