



Transportation Alternatives (TA) Set-Aside

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- ▶ <https://nwflroads.com/planning>
- ▶ <https://www.fhwa.dot.gov/bipartisan-infrastructure-law/ta.cfm>

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Planning Resources

NWFL Resources	District 3 Planning Resources
Current Projects	The District 3 Planning Team oversees a wide range of efforts and programs that lay the groundwork for transportation programming and project development. The Fiscal Year 2022-2026 Development Schedule outlines critical dates for the Transportation Alternatives Set-Aside and the Transportation Regional Incentive Program.
Future Projects	Transportation Regional Incentive Program (TRIP)
FAQs	<ul style="list-style-type: none">• TRIP Fact Sheet• TRIP Q&A• TRIP Solicitation Letter• TRIP Application
Maps	Transportation Alternative Set-Aside Program (TA)
Public Notices	<ul style="list-style-type: none">• Sample Construction Cost Estimate• TA Set-Aside Program Guidance and Procedures• TA Solicitation Letter• TA Application
Work Program	
More...	
Travel Updates	
Traffic Cameras	



What is TA Set-Aside?

- ▶ First established by Congress as the Transportation Enhancement (TE) Program under the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991
- ▶ Program continues under The Infrastructure Investment and Jobs Act (IIJA, also known as the Bipartisan Infrastructure Law) which took effect October 1, 2021.
 - Increases focus for prioritizing connectivity
 - Equitable access policies
 - Safety
 - Sustainability
- ▶ Funding increases by providing 10 percent of the Surface Transportation Block Grant (STBG) rather than a reoccurring fixed dollar amount, resulting in an annual total allocation for TA that should increase 2%.



Program Overview

- ▶ The FDOT TA Set-Aside is intended to fund a variety of small-scale transportation projects such as
 - Pedestrian and bicycle facilities,
 - Recreational trails,
 - Safe routes to school projects,
 - Community improvements such as historic preservation and vegetation management, and
 - Environmental mitigation related to stormwater and habitat connectivity.
- ▶ Mandatory funding distribution based on population areas continues.
- ▶ Requires that MPOs make project prioritizations in urban population areas.
- ▶ Retains the 80% federal / 20% local match funding arrangement (toll credits apply).
- ▶ Retains requirement for state competitive process.
- ▶ TA projects are treated as projects on a Federal-Aid Highway.



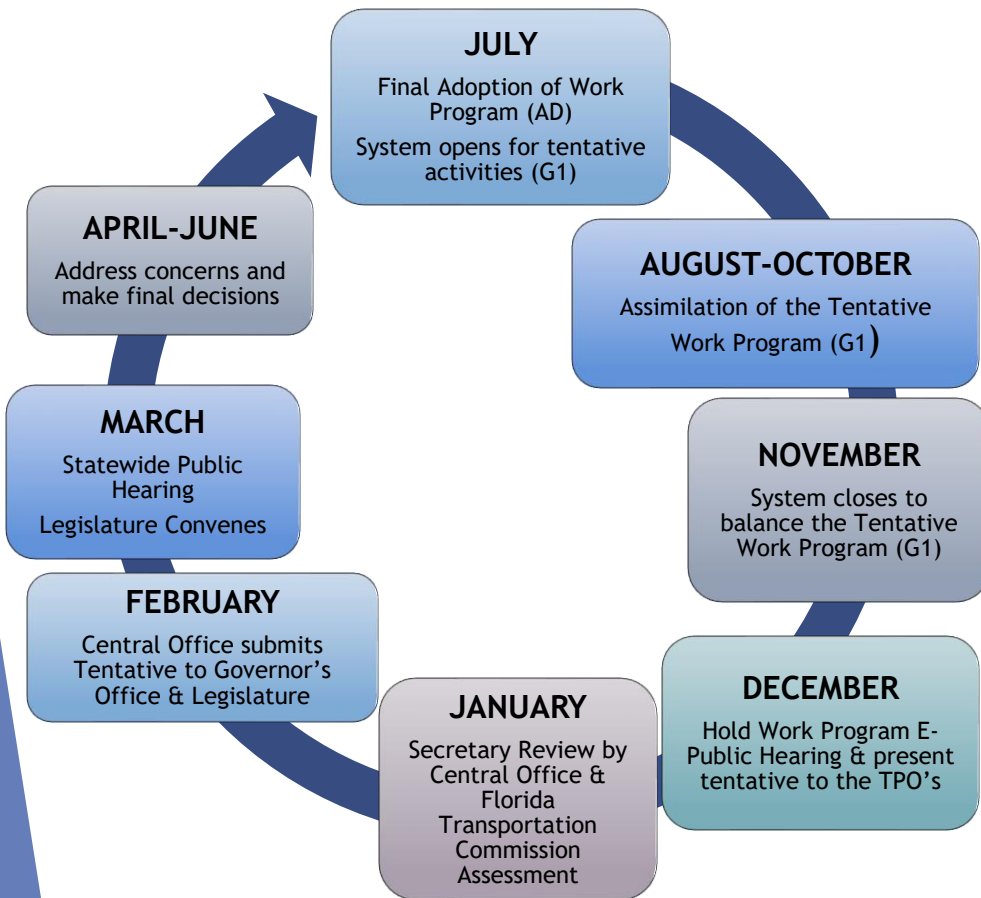
Who Can Apply?

- ▶ Local governments
- ▶ Regional transportation authorities
- ▶ Transit agencies
- ▶ Natural resource or public land agencies
- ▶ School districts, local education agencies, or schools
- ▶ Tribal governments
- ▶ Non-profit entities responsible for local transportation safety programs
- ▶ Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails that the state determines to be eligible

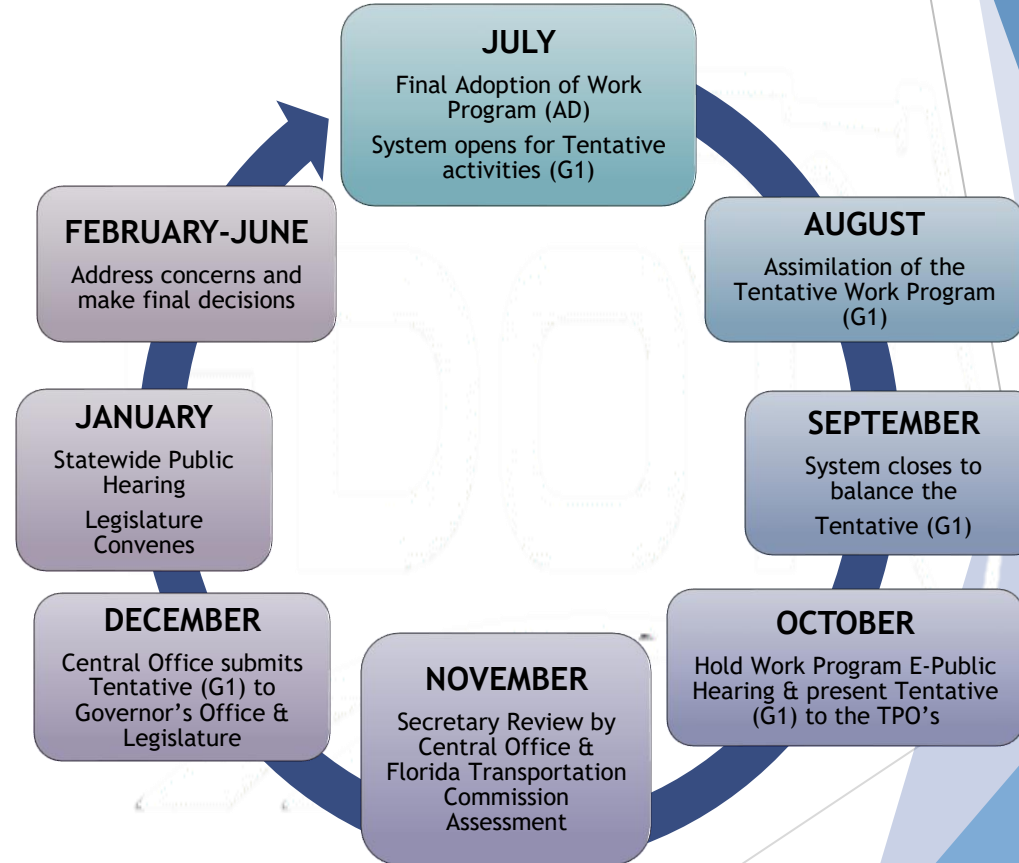


Work Program Development Cycle

Standard Cycle



Accelerated Cycle



FY 2025/26 - 2030/31 Development Schedule



Transportation Alternative Set-Aside Program (TA) Transportation Regional Incentive Program (TRIP) FY2026-2031 Development Schedule

<i>Friday, November 1, 2024</i>	<i>Application Solicitation Starts</i>
<i>Friday, January 17, 2025 (Set By Planning Council)</i>	<i>Application Deadline to the Planning Council/Agency and RRTP</i>
<i>Friday, February 21, 2025</i>	<i>Planning Agency/Council/RRPT Priority List Drafts Due to Department</i>
<i>Friday, April 25, 2025</i>	<i>Planning Agency/Council Priority List FINAL Due to Department</i>

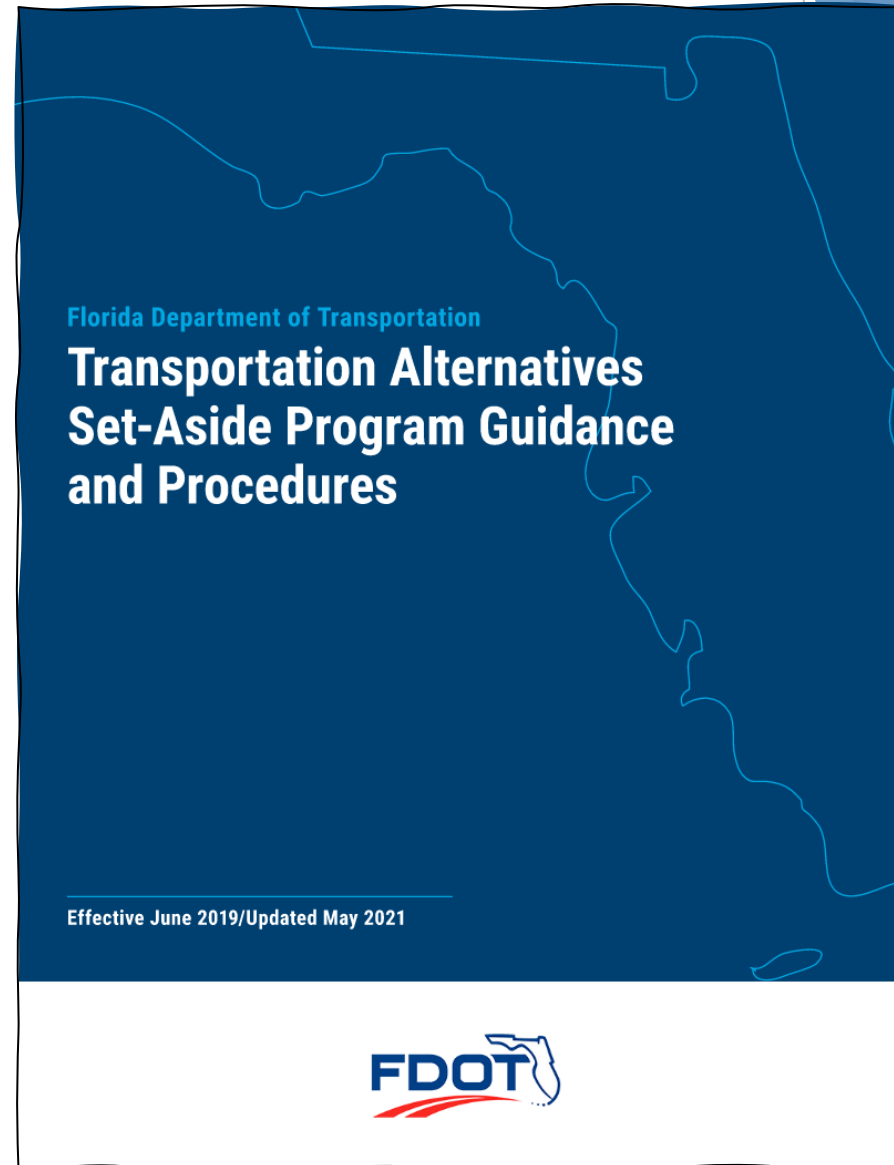
Emerald Coast Regional Council
Angela Bradley
Cell Phone: 850-281-4090
Angela.bradley@ecrc.org

Capital Regional Transportation Planning Council
Greg Burke, AICP
850-891-8626
Greg.burke@talgov.com



TA Set-Aside Program Guidance and Procedures

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/planning/systems/systems-management/document-repository/tap/fdot-ta-set-aside-program-guidance-procedures-final-2021-05.pdf?sfvrsn=dcf714b5_4



Eligible Activities

- ▶ TA Set-Aside has 10 eligible activities & must be related to Surface Transportation
 1. Construction, Planning and Design of on-road and off-road trail facilities for pedestrians, bicyclists and other non-motorized forms of transportation.
 - **Examples: New sidewalks, bicycle infrastructure, pedestrian and bicycle signals.**
 2. Construction, Planning and Design of infrastructure related projects and systems that will provide safe routes for non-drivers including children, older adults and individuals with disabilities.
 - **Examples: Crosswalks, pedestrian refuge areas, pedestrian lighting, Americans with Disabilities (ADA) Act of 1990 compliance projects.**
 3. Conversion of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - **Examples: Rails to Trails facilities**
 4. Construction of Turnouts, Overlooks, and Viewing areas.
 - **Examples: Turnouts and viewing areas at scenic or historic sites.**
 5. Inventory, Control, or Removal of Outdoor Advertising.
 - **Examples: Data collection and removal.**



Eligible Activities

6. Historic Preservation and Rehabilitation of historic transportation facilities.
 - Examples: Rehabilitation of historic transportation facilities (bridges, lighthouses, canals, etc.), historic toll and ferry facilities, historic railroad facilities.
7. Vegetation Management Practices in transportation rights-of-way to improve safety, prevent invasive species and provide erosion control.
 - Examples: Erosion control, vegetation management to improve roadway safety or prevention of invasive species.
8. Archaeological activities relating to impacts from the implementation of a transportation project.
9. Environmental mitigation activity that includes:
 - Pollution prevention, abatement and mitigation activities to address storm water management, control and water pollution prevention or abatement related to highway construction due to highway runoff, including activities listed in Sections 133(b), 328(a), and 329.
 - Reduction in vehicle caused wildlife mortality.
 - Restoration and maintenance of the connectivity among terrestrial or aquatic habitats.
10. SRTS - Safe Routes to Schools
 - For additional information on eligible activities contact District 3 Safety Office - Gretchen Peoples
 - www.srtsfl.org
 - <https://www.fdot.gov/Safety/ptograms/srts-workshop>



Not Eligible Activities

1. Maintenance or replacement of existing sidewalks except for ADA upgrades.
2. Maintenance of an existing trail.
3. Circular trails/sidewalks.
4. General recreation and park facilities:
 - **Examples: playground equipment, sports fields, campgrounds, picnic and pavilion areas.**
5. Roadway lighting that doesn't benefit non-motorized users.
6. Promotional materials except for SRTS.
7. Facilities not open to the public.
8. Construction of replica facilities.
9. Drainage improvements related to poor maintenance or to upgrades to inadequate systems.
10. Standalone landscaping.



Grant Application Process (GAP) -FOR TA

- ▶ FDOT application and support documents may be downloaded and submitted at www.flgap.com

- ▶ [GAP HELP Guide](#)



Application Overview

Application Format



TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM (TA) FUNDING APPLICATION

A continuation of the Surface Transportation Block Grant, TA funding is by contract authority from the Highway Trust Fund, subject to the overall federal-aid obligation limitation determined by the Federal Highway Administration (FHWA). Projects must support surface transportation, be competitively solicited, and comply with the provisions of the FDOT Work Program Instructions and the Bipartisan Infrastructure Law (BIL), enacted as the Infrastructure Investment and Jobs Act (IIJA) [§ 11109; 23 United States Code (U.S.C.) 133(h)]. District representatives may be [contacted](#) for guidance.



Part 1 - Application Information

- ▶ Question 1
 - ▶ Select the appropriate Agency Sponsor Type.
 - ▶ Only 1 agency type can be selected.
- ▶ Questions 2 - 4
 - ▶ Provide the appropriate agency name and contact person's information.
 - ▶ This will be who all questions and correspondence go to.

PART 1 – APPLICANT INFORMATION

1. **Applicant Agency Sponsor Type.** Select the box indicating the agency of the person who can answer questions about this project proposal. Then complete applicable text fields. Note: State-recognized non-profit agencies may partner with an eligible governmental entity but are not eligible as a direct grant recipient.

Checkbox next to each of the following types of agencies that do not indicate text field. Document allows one selection.

- Local government (e.g., county, city, village, town, etc.).
- Regional transportation authority or transit agency.
- Natural resource or public land agency.
- School district, local education agency, or school (may include any public or nonprofit private school). Projects should benefit the public and not just a private entity.
- Recognized Tribal Government.
- Other local or regional governmental entity with oversight responsibility for transportation or recreational trails, consistent with the goals of 23 U.S.C. 133(h).
- Metropolitan / Transportation Planning Organization / Agency (collectively MPO) (only for urbanized areas with less than 200,000 population).
- FDOT (only by request of another eligible entity, then enter the requesting entity). If "checked", enter the requesting entity in the space provided. (Word limit 5)

2. Agency name of the applicant. (Word limit 5).

3. Agency contact person's name and title. (Word limit 5).

4. Agency contact person's telephone number and email address. (Word limit 5).



Part 2 - Local Agency Program (LAP) Certification

- ▶ Select the appropriate LAP status and provide the additional required data.

LAP Full Certification
Provide:
Approval Date: _____ and Expiration Date: _____
Responsible Charge Name: _____

LAP Project Specific Certification
Provide:
Approval Date: _____ Project FM(s) Number: _____
Responsible Charge Name: _____

Not LAP Certified – A LAP Certified Agency will deliver the project on behalf of the uncertified Agency.
Provide: Sponsoring Agency Name: _____ Contact Name: _____
Address: _____ Phone: _____

Not LAP Certified - FDOT District will administer the project.
Provide:
FDOT Contact Name: _____ Phone: _____


Not LAP Certified – the Agency will become LAP certified 1 year prior to the delivery of the LAP project.

Not Applicable – this is a Non – Infrastructure Project.



Part 3 - Project Information

- ▶ Question 1
 - ▶ Provide a brief project name.
- ▶ Question 2
 - ▶ If the project was previously submitted for funding but was not selected, select “Yes” and provide the year(s) the project was submitted and the project name if different from current project name.
 - ▶ If this is a new project, select “No” and put N/A in the space provided.
- ▶ Question 3
 - ▶ If the project connects to a previously funded project, select “Yes” and provide the connecting project’s name in the space provided.
 - ▶ Otherwise, select “No” and put N/A in the space provided.

PART 3 – PROJECT INFORMATION 

1. Project Name / Title: (Word limit 15).

2. Is this a resubmittal of a previously unfunded project? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the year(s) of submittal(s) and include project title(s), if different, in the space provided. (Word limit 5).
 Yes No

3. Does this project connect a previously funded project(s)? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the Financial Management (FM) number(s) and provide a brief description of the other related FDOT-funded phases that are complete, underway, or in the FDOT 5-year Work Program. (Word limit 5).
 Yes No



Part 3 - Project Information

▶ Question 4

- ▶ If funding is being requested from other sources administered by FDOT (SUN Trail, TRIP, etc.):
 - ▶ Contact Tanya Branton to discuss before proceeding with the application.
 - ▶ If approved, select “Yes” and provide the additional funding source information.
- ▶ If additional funding sources are not being requested, select “No” and put N/A in the space provided.

▶ Question 5

- ▶ Provide a concise description of the project and provide the reviewer a good understanding of the overall project and how the project will provide a benefit to the community.
- ▶ This should be written as if the reviewer has no knowledge of the project.

4. Is funding requested for this same project from another source administered by FDOT? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate funding source(s) / application(s) submitted. NOTE: Contact your district representative to discuss if this same project is partially funded in the 5-year Work Program or if FDOT has received another application for funding it. (Word limit 5).

Yes No

5. What are you proposing in this application? In 200 words or less, provide a description of the project and what it will accomplish. The description should allow a person without prior knowledge of the project to clearly understand it. Summarize the purpose, need, project attributes, the relationship to surface transportation, how the project improves safety, and expected benefits.



Part 3 - Project Information

▶ Supporting Documentation

▶ Scope

- ▶ Provide an in-depth description of the project.
- ▶ No word limitations on the attachment. The more detailed the better!
- ▶ Include project limits, widths of sidewalks/trails, location in relation to the roadway, all roadway names (County, State, Local roadway name as applicable), additional components such as drainage, lighting, etc.

▶ Cost Reimbursement Agreement

- ▶ i.e. Local Agency Resolution
- ▶ Local Agency to provide a signed resolution to enter in an agreement with FDOT for the Transportation Alternatives (TA) Program for cost reimbursement to deliver the project.

▶ Project Certification


- ▶ Make sure the agreement is signed by the maintaining agency.

REQUIRED UPLOAD: PROJECT INFORMATION SUPPORTING DOCUMENTATION including 1) Scope of Work clearly describing the purpose and need for this project and the desired outcome; detailed description of the existing conditions; and detailed description of the proposed project and major work item improvements (e.g., project limits (begin / end), width of sidewalks or trails and other components, materials, drainage, lighting, signing and pavement markings, etc.). 2) Intent to enter into a cost reimbursement agreement for delivering the project. 3) Signed PROJECT CERTIFICATION from the maintaining agency confirming the applicant is authorized to submit the proposal, the information is accurate, intent to enter into a Memorandum of Understanding or Interagency Agreement for ongoing operations and maintenance of the improved facility, and compliance with all federal and state requirements.



Part 4 - Project Location

- ▶ Questions 1 - 9
 - ▶ Provide appropriate responses/selections.
 - ▶ Provide responses to all questions.
 - ▶ Keep concise (note word count limitations).
 - ▶ Ensure information matches throughout application.

PART 4 – PROJECT LOCATION 

1. Indicate the municipality(ies) of the project location. (Word limit 5).
2. Indicate the county(ies) of the project location. (Word limit 5).
3. Roadway Classification
 - Yes No State roadway (on-system)
 - Yes No Federal roadway
 - Yes No Local roadway (off-system)
4. Indicate the roadway name(s) [including applicable state, federal, county road number(s), local roadway name, and roadway identification number (e.g., SR 5 / US 1 / CR 904 / Overseas Highway / ID number: 90040000)]. (Word limit 10).
5. Indicate the roadway beginning project limits (south or west termini), mile points, and crossroads at each end of each listed segment. (Word limit 10).
6. Indicate the roadway ending project limits (north or east termini), mile points, and crossroads at each end of each listed segment. (Word limit 10).
7. Indicate the total project length, in miles and linear feet. (Word limit 10).
8. Does the project involve the Florida Shared-Use Nonmotorized (SUN) Trail network? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the trailway identification number, beginning and ending mile points. (Word limit 5).
 Yes No
9. Within the next five years, are non-FDOT funds being expended within the limits or adjacent to the proposed project? If not, select "no" and indicate N/A in the space provided. If so, select "yes", and briefly explain. (Word limit 50).
 Yes No



Part 5 - Project Type

▶ Question 1

- ▶ If the project is an Infrastructure project, select A and continue to Section 5-A (pages 5-6).
- ▶ Select 1 eligible activity from Section 5-A and provide additional information if required.
- ▶ Skip Page 7.

PART 5 – PROJECT TYPE

NOTE: Certain areas may not be prioritizing Non-infrastructure (NI) proposals or all eligible infrastructure activities (or may recommend bundling activities together). Contact your district representative for guidance.

1. PROJECT CATEGORY Select one box that best represents the project proposal. Then, complete either the "Infrastructure" or "NI" selections.

- A. Infrastructure. If so, select "yes", then select the most appropriate "infrastructure" eligible activity from listing below. (Pages range 5-6)
- B. Non-infrastructure (NI). If so, select "yes", then select the most appropriate NI eligible activity from the listing following the Infrastructure activities. (Page range 7)

5-A. INFRASTRUCTURE ELIGIBLE ACTIVITY

Select one box that best represents the project proposal). As applicable, complete infrastructure eligible text fields.

- Pedestrian and / or Bicycle facilities (Select this box for construction, planning, and design of off-road trail facilities or on-road facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation).
- Safe Routes for Non-Drivers (Select this box for construction, planning, and design of infrastructure related projects and systems that provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs).
- Conversion of Abandoned Railway Corridors to Trails (Select this box for conversion and use of abandoned railroad corridors into trails for pedestrians, bicyclists, or other nonmotorized transportation users).
- Scenic Turnouts and Overlooks (Select this box for construction of turnouts, overlooks, and viewing areas). If "yes", list any Florida Scenic Byways visible from the project or indicate N/A in text field. (Word limit 5).

- Archaeological Activities (Select this box for archaeological activities related to impacts from transportation projects funded by FHWA. If "yes", list the State Site Number (aka Site File Number) for the archaeological site, or indicate N/A in the text field. (Word limit 5).
- Stormwater Mitigation (Select this box for environmental mitigation activities addressing stormwater management, control, and water pollution prevention or abatement related to transportation projects).
- Wildlife Management (Select this box for wildlife mitigation and reduction of wildlife mortality, or to restore and maintain connectivity among terrestrial or aquatic habitats).
- Boulevards (Select this box for boulevards, defined as a walkable, low speed (35 mph or less) divided arterial thoroughfares in urban environments designed to carry both through and local traffic, pedestrians, and bicyclists. These may be high ridership transit corridors; serve as primary goods movement and emergency response routes; and use vehicular and pedestrian access management techniques that promote economic revitalization and follow complete street principles]. If "yes", list any Florida Main Street communities or Florida Trail Towns within the project limits, or indicate N/A in text field. (Word limit 5).
- Recreational Trails Program [Select this box for recreational trails compliant with 62-S-2, Florida Administrative Code, and 23 U.S.C. 104 (b)]. If "yes", list the parks / recreational areas within the project limits, or indicate N/A in the text field. (Word limit 5).
- Safe Routes to Schools (SRTS) [Select this box for SRTS projects, codified as 23 U.S.C. 208, that substantially improves the ability of kindergarten through 12th grade students (vulnerable road users) to walk and / or bicycle to school]. Traditionally includes sidewalks, traffic calming and speed reduction, traffic diversion improvements, pedestrian and bicycle crossings, on-street bicycle facilities, off-street bicycle facilities, and bicycle parking facilities at public schools. If "yes", list the benefiting schools that are within two miles of the project limits; total student enrollment; approximate number of students living along the route; and the percentage of students eligible for reduced meal programs, or indicate N/A in the space provided. (Word limit 10).
- Other surface transportation eligible purpose (Only if within urbanized areas with a population greater than 200,000). If "yes", list the eligible activity or indicate N/A in the space provided. (Word limit 5).

Advertising Management (Select this box for inventory, control, or removal of outdoor advertising. If "yes", list any Florida Scenic Byways within the project limits or indicate N/A in text field. (Word limit 5).

Preservation and Rehabilitation of Historic Transportation Facilities (Select this box for preservation or rehabilitation of historic transportation facilities). If "yes", list any locally designated Register of Historic Places listed or eligible resources or indicate N/A in the text field. (Word limit 5).

Vegetation Management (Select this box for vegetation management in public transportation ROW to ensure roadway safety, prevent invasive species, and erosion control). If "yes", list any Florida Scenic Byways within the project limits, or indicate N/A in text field. (Word limit 5).



Part 5 - Project Type

▶ Question 1

- ▶ If the project is a Non-Infrastructure (NI) project, select B for the project type and continue to Section 5-B (page 7).
- ▶ Select 1 option in the top section indicating the eligible activity.
- ▶ Provide numerical values where appropriate for the NI components in the bottom section.

PART 5 – PROJECT TYPE



NOTE: Certain areas may not be prioritizing Non-infrastructure (NI) proposals or all eligible infrastructure activities (or may recommend bundling activities together). Contact your district representative for guidance.

1. PROJECT CATEGORY Select one box that best represents the project proposal. Then, complete either the "Infrastructure" or "NI" selections.

- A. Infrastructure (Infrastructure projects) then select the most appropriate "infrastructure" eligible activity from listing below. (Pages range 5-6)
- B. Non-infrastructure (NI). If so, select "yes", then select the most appropriate NI eligible activity from the listing following the Infrastructure activities. (Page range 7)

5-B. NI ELIGIBLE ACTIVITY *** Note: For Infrastructure projects, skip this page.***



Select one box that represents the project proposal. Checkbox indicating NI eligible activity. Document allows one selection.

- Vulnerable road user safety assessment as defined by Section 316.027 (b), F.S.
- Workforce development, training and education activities that are eligible uses of TAP funds.
- SRTS projects, codified as 23 U.S.C. 208. This NI activity must be primarily based at the school and benefit students and / or their parents and have documented support from the school(s). If "yes", list the benefiting schools; total student enrollment and students served by project; approximate number of students living along the route; and the percentage of students eligible for reduced meal programs, or indicate N/A in space provided. (Word limit 10).

NI COMPONENTS As applicable, insert the number of each type of proposed activity. Numerical field indicating total number NI program would provide.

- | | |
|---|--|
| <input type="checkbox"/> Number of walk or bicycle audits. | <input type="checkbox"/> Number of after school programs receiving pedestrian / bicycle safety instruction / education. |
| <input type="checkbox"/> Number of bicycle skills / safety classes. | <input type="checkbox"/> Number of bicycle rodeos. |
| <input type="checkbox"/> Number of pedestrian skills / safety classes. | <input type="checkbox"/> Number of pedestrian safety skills events. |
| <input type="checkbox"/> Number of community demonstration projects. | <input type="checkbox"/> Number of schools with walking school bus programs (defined as planned route with meeting points, a timetable, and a schedule of trained volunteers). |
| <input type="checkbox"/> Number of community encouragement activities. | <input type="checkbox"/> Number of schools with bicycle train programs (defined as a planned route with meeting points, a timetable, and a schedule of trained volunteers). |
| <input type="checkbox"/> Number of community challenges. | <input type="checkbox"/> Number of student-led leadership initiatives (e.g., student patrols, peer-led learning, etc.). |
| <input type="checkbox"/> Number of community workshops / stakeholder meetings. | |
| <input type="checkbox"/> Number of classroom / educational classes receiving pedestrian / bicycle safety instruction / education. | |
| <input type="checkbox"/> Number of school assemblies receiving pedestrian / bicycle safety instruction / education. | |
| <input type="checkbox"/> Number of training sessions to implement the SRTS program (e.g., training for volunteer walking school bus leaders, training for bicycle train leaders, etc.). | |



Part 6 - Area Conditions

▶ Question 1


- ▶ Select the appropriate population area response.

▶ Question 2

- ▶ Florida MPO Areas Map:
<https://www.fdot.gov/mpoac/documents/docs/default-source/mpoac/mpoac-florida-mpo-information/fl-mpo-map>

▶ Question 3

- ▶ Florida TMA Map:
https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/planning/policy/metrosupport/resources/fdot-mpo-tma-map.pdf?sfvrsn=2590957f_2

PART 6 – AREA CONDITIONS 

Select applicable boxes describing the area and complete applicable text fields. Then, upload supporting documentation.

1. Select one box that describes the geographic population size of the project area.

- Non-Urban Area with a population of 5,000 or less
- Urban Area with a population greater than 5,000 but no more than 50,000
- Urban Area with a population greater than 50,000 but no more than 200,000
- Urban Area with a population greater than 200,000

2. Is the project within the boundary of an MPO*? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the MPO in the space provided. (Word limit 5).

Yes No

3. Is the project within the boundary of a Transportation Management Area (TMA)? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the TMA in the space provided. (Word limit 5).

Yes No



Part 6 - Area Conditions

▶ Question 4

- ▶ Indicate if you are a REDI county or community. If so, provide documentation showing you are.

▶ Question 5

- ▶ Congressional District Numbers Map:
<https://www.govtrack.us/congress/members/map>

▶ Question 6

- ▶ US Census Underserved Map:
<https://www.arcgis.com/apps/dashboards/99f9268777ff4218867ceedfabe58a3a>

4. Is the project within a Rural Economic Development Initiative (REDI) community or designated as a Rural Area of Opportunity (RAO) as defined pursuant to Section 288.0656, F.S.? If not, select "no", and indicate N/A in the space provided. If so, select "yes" and indicate the REDI / RAO in the space provided. (Word limit 5)

Yes No

5. Indicate the United States Congressional District number(s) of the project location. (Word limit 5).

6. Will the project address equity by providing benefits to traditionally underserved communities as determined by the U.S. Census? These communities could include low-income residents, minorities, those with limited English proficiency, persons with disabilities, children, or older adults. If not, select "no", and indicate N/A in the space provided. If so, select "yes", and briefly explain how the project improves environmental justice (e.g., disadvantage community access point(s) and destinations the project benefits, median household income, free or reduced priced school meals and how SRTS projects benefit the students, etc.). (Word limit 10).

Yes No



Part 6 - Area Conditions

▶ Question 7

- ▶ Review your local transit facilities websites for information.

▶ Questions 8-9

- ▶ Pull crash data information from Signal4 Analytics website:
<https://signal4analytics.com/>

▶ Question 10

- ▶ Provide information for bicycle/pedestrian plan.

▶ Supporting Documentation

- ▶ Maps, crash data, census information, plans, etc. that support the need for the project.

7. Are there transit stops / shelters / support facilities within the project limits? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the identification number. (Word limit 5).

Yes No

8. Is the project within a high-crash pedestrian corridor (or an area with a history of crashes involving pedestrians)?

Yes No

Part 6 - Area Conditions continued...



9. Is the project within a high-crash bicycle corridor (or an area with a history of crashes involving bicyclists)?

Yes No

10. Would the project implement a bicycle or pedestrian action plan(s)? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and specify the name of the plan and date of adoption. (Word limit 5).

Yes No

* Metropolitan / Transportation Planning Organization / Agency (MPO)

REQUIRED UPLOAD: AREA CONDITIONS SUPPORTING DOCUMENTATION (e.g., excerpt pages from adopted plans or studies, maps illustrating transit facilities and connectivity to the improvement, short statement of support with a signature of the school official and their contact information for SRTS projects, median household income by census tract for community benefiting, collision heat maps / crash data for area surrounding project limits, etc.).



Part 7 - Public Involvement

- ▶ Question 1-4
 - ▶ Respond as needed and provide a brief explanation for any “Yes” answers. Additional documentation may be attached to further explain the public involvement activities to date.
- ▶ Supporting Documentation
 - ▶ Provide documentation indicating the public is in favor of the project and that the project has been discussed at a public meeting, BOCC meeting, letters sent out, etc.

PART 7 – PUBLIC INVOLVEMENT

Public involvement, engagement, and collaboration is a key component of the federal project development process and must be conducted in accordance with applicable rules and regulations in the event the project is selected for funding. Indicate which of the following are applicable (Select all that apply). Complete the text field or indicate N/A in the space provided. Then, upload supporting documentation.


1. Does the greater community support the project, as demonstrated by recently adopted proclamations or resolutions expressing commitment and public engagement? If “yes”, explain the engagement and how the concept evolved based on public involvement. Indicate the resolution number, adoption date, and participating parties in the space provided. If “no”, indicate N/A in the space provided. (Word limit 10).
 Yes No
2. Was the project discussed at a regularly scheduled meeting of an advisory board of an appointed group of citizens, such as bicycle pedestrian advisory groups or similar committee that provides support toward the project? If “yes”, provide meeting information, including the date and type of advisory board meeting, and the input received. If “no”, indicate N/A in the space provided. (Word limit 10).
 Yes No
3. Was there an advertised public meeting to discuss the project? If “yes”, provide a brief description, including the input received, how the concept evolved based on public involvement, date, and type of meeting. If “no”, indicate N/A in the space provided. (Word limit 10).
 Yes No
4. Do recent community surveys indicate both need and support for the project and stakeholders will continue to be engaged in the implementation of the project? If “yes”, briefly explain. If “no”, indicate N/A in the space provided. (Word limit 10).
 Yes No

REQUIRED UPLOAD: PUBLIC INVOLVEMENT SUPPORTING DOCUMENTATION (e.g., resolution, proclamation, regularly scheduled meeting agenda and minutes, public meeting advertisement, community survey, letters of support, etc.).



Part 8 - Concurrency/Consistency

- ▶ Indicate if the project is consistent with the comprehensive plan(s), capital improvement plan(s), etc.
- ▶ Supporting Documentation
 - ▶ Provide documentation from the applicable plans, BOCC meeting minutes, etc. to support the prioritization of the project.

PART 8 – CONCURRENCY / CONSISTENCY 

Is the project consistent with the applicable comprehensive plan(s), transportation plan(s), capital improvement plan(s), and / or the long-term management plan(s)? [Note: Board of County Commissioners functions as MPO in nonmetropolitan areas (Section 339.135(4)(c)1, F.S.)]. If not, select "no", and indicate N/A in the space provided. If so, select "yes", and use the text field to explain consistency, include MPO prioritization number. If a modification is required, indicate the meeting date for adoption. (Word limit 10).

Yes No



Part 9 - Environmental Conditions

▶ Question 1

- ▶ Florida Wildlife Corridor Act of 2021

https://floridadep.gov/sites/default/files/Florida_Wildlife_Corridor.pdf

▶ Question 2

- ▶ State owned conservation lands

<https://www.fnai.org/conslands/conservation-lands>

▶ Question 3-4

- ▶ Review Google maps to determine if a railway is within 1,000 feet of the project.

▶ Question 5

- ▶ If lighting is proposed, provide additional information on what is being provided.

PART 9 – ENVIRONMENTAL CONDITIONS

Select the boxes describing the Environmental Conditions. As applicable, complete the text field or indicate N/A in the space provided. Then, upload supporting documentation. Applicants for NI proposals may skip the Environmental Conditions section.

1. Does the project involve lands identified by the Florida Wildlife Corridor Act of 2021 [Section 259.1055, Florida Statutes (F.S.)]?
 Yes No
2. Does the project involve state-owned conservation lands? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the state-owned conservation lands. NOTE: Use of state-owned conservation lands is subject to coordination by the managing entity. (Word limit 5).
 Yes No
3. Does a railway facility exist within 1,000 feet of the project limits? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate railway facility. (Word limit 5).
 Yes No
4. Does the project physically cross a railway facility? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and indicate the crossing's railway identification number, and beginning and ending mile points. (Word limit 5).
 Yes No
5. Would the project provide lighting at locations with nighttime crashes? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and describe the proposed lighting in the space provided. (Word limit 5).
 Yes No



Part 9 - Environmental Conditions

- ▶ Question 6
 - ▶ If the project will implement an ADA transition plan, provide additional information.
<https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=32>
- ▶ Question 7
 - ▶ Was an Environmental Assessment completed for the project?
- ▶ Question 8
 - ▶ Is the project adjacent to locally designated or NRHP sites?
<https://nationalregisterofhistoricplaces.com/fl/state.html>
- ▶ Question 9
 - ▶ Coordinate with Florida Master Site File staff for information regarding adjacent archaeological sites.
<https://dos.myflorida.com/historical/preservation/master-site-file/>



Civil Rights
Americans with Disabilities Act

Transition Plans

These plans identify actions needed on your projects to correct barriers to individuals with disabilities

6. Would the project implement an adopted Americans with Disabilities Act (ADA) transition plan? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and describe proposed ADA improvements in the space provided. (Word limit 5).

Yes No

Part 9 - Environmental Conditions continued...



7. Is an Environmental Assessment for the project complete? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and describe any specific issues in the space provided. (Word limit 10).

Yes No

8. Is the project adjacent to locally designated or National Register of Historic Places (NRHP) listed or eligible resources? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and list resources, indicate if the resources have received Florida Department of State Historic Preservation Grant funds, and explain any preservation agreements, covenants, or easements in the space provided. If applicable, select "unknown". (Word limit 5).

Yes No Unknown

9. Are there any archaeological sites or Native American sites located within or adjacent to the project boundary? If not, select "no", and indicate N/A in the space provided. If so, select "yes", and list State Site Number (aka Site File Number) for the sites. If applicable, select "unknown". (Word limit 5).

Yes No Unknown



Part 9 - Environmental Conditions

▶ Question 10

- ▶ GIS data is available for finding parks, recreation areas, etc. [USGS PAD-US Data Explorer](#)

▶ Question 11

- ▶ If there are navigable waterways adjacent to the project, but the project does not cross or affect them, select “Yes” and list the waterway.
- ▶ If the adjacent waterway is not navigable, select “No”.
- ▶ If in doubt, contact the local Army Corp of Engineers office to determine if the waterway is a navigable or not.
 - ▶ Pensacola: 850.439.3474
 - ▶ Panama City: 850.784.9780

10. Are there any parks, recreation areas, or wildlife / waterfowl refuges within or adjacent to the project boundary? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list the facilities in the space provided. (Word limit 5).

Yes No

11. Are there any navigable waterways adjacent to or within the project boundary? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list the navigable waterways. (Word limit 5).

Yes No

33 CFR Part 329 Definition of Navigable Waters of the US

AUTHORITY: 33 U.S.C. 401 et seq.


Section 329.4 - General definition

Navigable waters of the United States are those waters that are subject to the ebb and flow of the tide and/or are presently used, or have been used in the past, or may be susceptible for use to transport interstate or foreign commerce. A determination of navigability, once made, applies laterally over the entire surface of the waterbody, and is not extinguished by later actions or events which impede or destroy navigable capacity.



Part 10 - Design/Typical Sections

- ▶ Question 1
 - ▶ Indicate if there are signed and sealed design plans available.
- ▶ Questions 2-3
 - ▶ Indicate what stage design plans are available and provide a brief status of the plans and items that do not meet current standards.
- ▶ Supporting Documentation
 - ▶ Provide available typical sections and design plans.
 - ▶ For NI projects, no documentation is needed.

PART 10 – DESIGN / TYPICAL SECTIONS 

Select the boxes describing the design status and complete the text fields. Then, upload supporting documentation. Applicants for NI proposals may skip the Design / Typical Section.

1. Are signed and sealed design plans available for this project?
 Yes No

2. If design plans are not at 100 percent, or do not meet current standards and / or reflect existing conditions, select the box identifying the status. (Word limit 100).
 No design plans 30% design plans 60% design plans 90% design plans
 Other:

3. Briefly describe the design status in the space provided. If design is at 100 percent, indicate the date of the plans. (Word limit 100).

REQUIRED UPLOAD for Infrastructure (not applicable for NI): Typical Section(s) depicting existing and proposed features, dimensions, and ROW lines. If there are multiple segments, provide typical sections for each. If available, provide design plans.



Part 11 - Ownership/ROW Status

▶ Question 1

- ▶ Indicate if Right of Way (ROW) is to be acquired or not.

▶ Question 2

- ▶ Provide a brief write-up on the status of the ROW (owned by County, City, etc.), how much is to be acquired, how will the ROW be acquired, any coordination with the landowners in support of or against ROW needs, etc.

▶ Supporting Documentation

- ▶ Any available ROW documents to indicate ownership, support of the project from landowners, easements, etc.

PART 11 – OWNERSHIP / ROW STATUS



Select the boxes describing the Ownership / ROW Status and complete applicable text fields. Then, upload supporting documentation. Applicants for NI proposals may skip the Ownership / ROW Status section.

1. Is ROW acquisition, defined as obtaining property not currently owned by the Local Agency through any means (e.g., deed, easement, dedication, donation, etc.), necessary to complete this project?

Yes No

2. Explain the ROW status (owned / fee simple, leased / less-than fee, and / or needs) along the project boundary, including when ROW was obtained and how ownership is documented (e.g., plats, deeds, prescriptions, certified surveys, transfers, easements). Provide information for verifying ownership (e.g., book / page number, transfer agreements, dates, etc.). If ROW acquisition is necessary before constructing the proposed project and / or the applicant agency is not the landowner, indicate the necessary coordination with other owners for all fee-simple purchases and / or any less-than fee / lease needs (including temporary construction and / or other easements and / or permits for drainage, railroad, utilities, etc.) necessary to secure ROW certification. Indicate the proposed acquisition timeline, expected funding source, the total number of parcels, type of acquisition, limitations on fund use or availability, and who will acquire and retain ownership of proposed land. (Word limit 150).

REQUIRED UPLOAD for Infrastructure (not applicable for NI): OWNERSHIP / ROW STATUS SUPPORTING DOCUMENTATION

including applicable ROW Certification including ownership verification documenting site control and related landowner supporting documentation. Site control documents must include an adequate legal description of the parcel(s) comprising the project site, such that staff can compare it to the boundary map submitted with the application and evaluate whether there is control of the project site (e.g., ROW Certification, ROW maps, plats, warranty deeds, prescriptions, certified surveys, easements, use agreement, etc.). Maps should clearly show the location of each ownership in relation to the project boundary and / or limits. NOTE: provide map documentation on 8.5" x 11" scale. DO NOT provide reduced copies of original plats and or maps that cannot be read at scale. If applicable, an exhibit visually depicting the new ROW anticipated for the project, together with a spreadsheet providing the tax identification number(s) of each impacted parcel and the approximate size of the new acquisition area for each impacted parcel.



Part 12 - Project Implementation and Costs

- ▶ NI projects skip page 14.
- ▶ Select the appropriate phases requested in this application.
- ▶ Provide an estimated begin/end schedule for each phase selected.
- ▶ Provide Federal and/or Non-Federal funds in appropriate boxes.
- ▶ Provide the Total Cost Estimate amounts.
- ▶ Supporting Documentation
 - ▶ Provide a detailed engineer cost estimate if available, or an opinion of probable costs.
 - ▶ Include FDOT pay item numbers and units:
<https://fdotewp1.dot.state.fl.us/designquantitiesandestimates/#/boe>
 - ▶ Utilize FDOT costs:
<https://www.fdot.gov/programmanagement/estimates/documents/historicalitemaveragecostsreports>

FDOT

PART 12 – PROJECT IMPLEMENTATION AND COSTS

Complete either the Infrastructure Table Summary with the overall project programming (phases, schedule, and estimated costs for the proposed work) or the NI Cost Narrative Table. Then, upload supporting documentation.

Not all phase types may be eligible for TA funds, and not all areas prioritize all phases. Local agencies are responsible for covering all unanticipated cost increases, including but not limited to price inflation and increases in the cost of construction; account for them using local funds. FDOT does not allow programming TA funds for contingency costs. The local agency must have the ability to pay for non-participating costs (e.g., utility relocation). Chapter 337.14, F.S. prohibits an entity from performing both design services and construction engineering inspection services (CEI) for a project wholly or partially funded by the FDOT and administered by a local government entity.

REQUIRED UPLOAD: PROJECT IMPLEMENTATION AND COSTS SUPPORTING DOCUMENTATION.

1) Either provide a detailed engineer cost estimate if the project is designed or if the project has not been designed or is a NI project, provide a detailed opinion of probable costs (including all pay items and a timeline for deliverable). Utilize the FDOT Basis of Estimates Manual to develop a detailed estimate with FDOT pay items for construction phase estimates.
 2) As applicable, letter from local agency budget office committing local funds to the project.


*** Note: Applications for NI Projects to skip to page 15.***

Infrastructure Project Phases / Work Types	Select phase(s) included in this request	INFRASTRUCTURE Table Summary						
		Overall Project Programming (Cost Summary and Schedule)		Funding sources and costs (\$)				Total Cost Estimate (\$)
		Schedule (Month/Year)		Federal Funds		Non-Federal / Local Funds		
Start (mm/yy)	End (mm/yy)	TA Program (\$)	Other Federal (\$)	Non-TA/Local Funds (\$)	Other (\$)			
Planning Development (Corridor or Feasibility)	<input type="checkbox"/>							
PD&E	<input type="checkbox"/>							
Preliminary Engineering / Design (PE)	<input type="checkbox"/>							
Environmental Assessment (associated with PE)	<input type="checkbox"/>							
Permits (associated with PE)	<input type="checkbox"/>							
ROW	<input type="checkbox"/>							
Construction	<input type="checkbox"/>							
CEI	<input type="checkbox"/>							
Other costs (describe)	<input type="checkbox"/>							
Total Infrastructure Project Cost Estimate								



Part 12 - Project Implementation and Costs

- ▶ Infrastructure projects - Skip page 15
- ▶ Provide requested data for staff positions, number of hours, rates, etc. required for the project.
- ▶ Provide total Project Cost Estimate.
 - ▶ Consider using the FDOT Design Staff-hour forms with an average hourly rate of \$165/HR along with Design Staff-hour guidelines to develop an estimated cost for design. Staff-hour forms and guidelines can be located at the link below for reference and use: <https://www.fdot.gov/designsupport/scope/default.shtm>.
 - ▶ Suggest using FDOT statewide average historical unit costs for construction engineer's cost <https://www.fdot.gov/programmanagement/estimates/reports/historical-item-average-cost-reports>



Part 12 - Project Implementation and Costs continued...

*** Note: applications for infrastructure projects do not need to fill out this page***

NI Cost Narrative Table
Below each item, explain how the item will support the program, and other appropriate details.

Budget Item	Requested Funds
Personnel Services (List titles and totals in first boxes below) In Narrative, include numbers of hours, hourly rates, who this person is, and whether it's a new position or new hours and duties added to an existing position.	
Narrative:	
Narrative:	
Narrative:	
Expenses	
Materials and Supplies:	
Educational items:	
Promotional Items:	
Other Expenses:	
Operating Capital Outlay	
Equipment:	
Total NI Project Cost Estimate	



Certification

- ▶ Fill out completely
- ▶ *Sign* and submit in GAP

FDOT **TRANSPORTATION ALTERNATIVES PROGRAM
CERTIFICATION OF PROJECT SPONSOR**

PROJECT NAME: _____


LOCATION: _____

PROJECT LIMITS: (from south or west limit) _____
(to north or east limit) _____

By checking the box you agree to do the following:

- Enter into a maintenance agreement with the Florida Department of Transportation (FDOT), as necessary, prior to the design phase.
- Comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act for any Right of Way actions required for the project.
- Provide any required funding match, incur any additional expenses beyond the approved project costs in the LAP agreement, and are responsible for any non-participating items (e.g. utility relocations).
- Pursue or retain LAP certification and enter into a LAP agreement with FDOT.
- Comply with NEPA process prior to construction, including any necessary involvement with the State Historic Preservation Officer (SHPO), and other State and/or Federal agencies, prior to construction.

I further certify that the estimated costs included herein are reasonable and agree to follow through on the project once programmed in the FDOT's Work Program. I fully understand that significant increases in these costs could cause the project to be removed from the FDOT's Work Program.

 _____
* Signature

Name (please type or print)

Title

Date

* This should be executed by person who has signatory authority for sponsor and is authorized to obligate services and funds for that entity (generally chairman of the board or council).

