

The TAB Executive Committee requested staff and the PMT to provide three modal funding options for their consideration. Table 1 provides historic funding percentages by mode for the five solicitations that took place between 2003 and 2011. Table 2 shows the MAP-21 program funding levels.

**Table 1: Background Information on Funding by Mode**

	Roadways Including Multimodal Elements	Transit and TDM Projects	Bicycle and Pedestrian Facilities	Total
Historic Funding (Range and Avg. for 2003-2011)	55%-61% Avg. 58%	20%-29% Avg. 27%	12%-19% Avg. 15%	87%-109% Avg. 100%

**Table 2: MAP-21 Funding Levels**

	STP Funding	CMAQ Funding	TAP Funding	Total
MAP-21 Funding Levels	54% \$81M	36% \$54M	10% \$15M	100% \$150M

Table 3 provides three options to allocate the \$150 million of federal funds that are available in the next solicitation. Option 1 proposes historic funding levels, while the other three options emphasize each of the three modes by giving that particular mode a higher percentage of the total funds. For instance, in the roadway emphasis, 61 percent of the funds are allocated to roadways. This 61 percent was derived from the highest percentage for roadways shown in Table 1. A range of 10 percentage points is provided for each mode to provide TAB with some flexibility in selecting projects.

**Table 3: Funding Options by Mode**

	Roadways Including Multimodal Elements	Transit and TDM Projects	Bicycle and Pedestrian Facilities	Total
Option 1: Historic Levels	58% (Range of 53%-63%) \$87M (Range of \$80M-\$95M)	27% (Range of 22%-32%) \$41M (Range of \$33M-\$48M)	15% (Range of 10%-20%) \$23M (Range of \$15M-\$30M)	100% \$150M
Option 2: Roadway Including Multimodal Elements Emphasis	61% (Range of 56%-66%) \$92M (Range of \$84M-\$99M)	25% (Range of 20%-30%) \$38M (Range of \$30M-\$45M)	14% (Range of 9%-19%) \$21M (Range of \$14M-\$29M)	100% \$150M
Option 3: Transit Emphasis	56% (Range of 51%-61%) \$84M (Range of \$77M-\$92M)	29% (Range of 24%-34%) \$44M (Range of \$36M-\$51M)	15% (Range of 10%-20%) \$23M (Range of \$15M-\$30M)	100% \$150M
Option 4: Bicycle and Pedestrian Emphasis	54% (Range of 49%-59%) \$81M (Range of \$74M-\$89M)	27% (Range of 22%-32%) \$41M (Range of \$33M-\$48M)	19% (Range of 14%-24%) \$29M (Range of \$21M-\$36M)	100% \$150M

# Draft Equity – Prioritizing Criteria and Measure for Affordable Housing in the Regional Solicitation

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## RECOMMENDATIONS

The Regional Solicitation/Housing Performance Scores Work Group recommends that affordable housing be incorporated into the next regional solicitation in the following ways:

- By using the Housing Performance Score calculation methodology (last revised in 2012) for cities and townships. (The Council’s upcoming Housing Policy Plan will include refinements to the Housing Performance Score calculation methodology that should be reflected in future regional solicitations.)
- Using Housing Performance Scores calculated by September 2014 using a survey sent in Summer 2014
- For transportation project applications that involve more than one jurisdiction:
  - Projects in one city within a county will use that city’s Housing Performance Score in the application scoring
  - Projects in more than one city will use a weighted average of the city scores for the cities included in the project based on the length of the project in each jurisdiction.

Previous regional solicitations have included affordable housing by evaluating progress made toward affordable housing goals with production of new units. The work group thought the Housing Performance Scores, which did not exist when affordable housing was first introduced into the regional solicitation, would provide a more comprehensive approach to evaluating a community’s efforts to promote affordable housing than a narrower focus on new unit production alone.

## DRAFT APPLICATION SECTION

Each qualified project will be scored under common category criteria within its modal sub-category. The common criteria include: role in the regional transportation system and economy; usage; equity; deficiencies and safety; multimodal facilities and connections; and risk assessment. The use of these common criteria will allow projects to be scored relatively equal across the modal sub-categories while also addressing the particular attributes of the project type.

### 1. Equity (Percent of Points To Be Determined)

- A. MEASURE: For affordable housing, up to X points will be given based on the 2014 Housing Performance Score as calculated by Metropolitan Council staff. The score includes consideration of affordability and diversification, local initiatives to facilitate affordable workforce housing development or preservation, and density of residential development.

Projects will use the city Housing Performance Score based on the project location. If a project is in more than one jurisdiction, the points will be awarded based on a weighted average of the city scores for the project location based on the length of the project in each jurisdiction.

RESPONSE (Score provided by Metropolitan Council staff)

# **Guidelines for Priority Funding for Housing Performance**

March 2012

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## Introduction

The Metropolitan Council's *Development Framework* includes policy and strategies that support, encourage and promote broader opportunities for affordable and life-cycle housing throughout the region. As one of the actions to support such housing opportunities, the Framework states the Council will give funding priority to communities and community projects that increase the variety of housing types and costs, appropriately mix land uses, increase transportation choices and leverage private investment.”

The following criteria and their relative weight will be used to annually determine a score – 0 to 100 points – and rank for cities and counties in the region to be used in the evaluation and prioritization of applications for funding by the Council. County scores will be used in the evaluation of county applications for funding; city scores will be used for city applications. Joint applications for discretionary funding will be weighted pursuant to the applicable combination of counties, cities, or both counties and cities.

The amount of emphasis or weight given to the housing performance score or rank in the evaluation of applications for various funding programs will be at the discretion of the Metropolitan Council at the time it solicits applications for any of these discretionary funding activities. Any changes to the performance criteria themselves will be made only after the Council follows its adopted policy and practices for changing policy documents.

## COUNTIES

### Use of resources, authority, programs and initiatives for affordable workforce and life-cycle housing

- 0 or 5 points**
1. The county or its housing agency or authority owns and is responsible for the management of affordable housing units.
    - a. which are public housing units funded under the Office of Public and Indian Housing at the U.S. Department of Housing and Urban Development (HUD).
    - b. and/or housing units not included in (a).
- 0 or 5 points**
2. The county, its housing agency or authority, the Metro HRA or a non-public agent of the county (which may include a designated non-profit), administers programs and/or resources to address affordable housing assistance, development and preservation needs in the county for cities and townships that do not manage their own such programs or resources to address these housing needs.

Examples of programs or resources to address these needs include, but are not limited to, the following:

- Tenant-based rental assistance (Section 8 Choice Vouchers administered by the county or its agent)
- Project-based rental assistance (Section 8 Choice Vouchers administered by the county or its agent)
- Development of county housing TIF district(s) to assist affordable housing development or preservation
- The use of housing revenue bonds to support affordable housing production, homebuyer assistance programs, or housing preservation efforts
- Land acquisition assistance program for affordable housing providers

And/or locally-administered activities such as:

- First-time homebuyer mortgage assistance program
- Down payment and/or closing cost assistance program
- Homeowner rehabilitation or home improvement grants or loan program
- Rental property rehabilitation or renovation program
- Funding for new affordable ownership or rental housing construction (e.g. federal low-income housing tax credits, HOME dollars etc.)
- Low-income housing rehabilitation loan or grant program funded by use of federal CDBG or HOME funds
- Housing counseling services (e.g. renter or first-time homebuyer education efforts)

And/or other innovative efforts or initiatives such as:

- A county-funded program to aid affordable housing development or preservation through the provision of gap financing assistance.

- Activities undertaken by the county or its authorized agent(s) that require county involvement, partnership, support, or resources and address the housing needs of low- and moderate-income individuals and households, or those with special housing needs in the county, or advance the production or preservation of such housing.
- Initiatives by the county to create and/or expand non-profit capacity or foster local intergovernmental collaborations to create and preserve affordable housing for low- and moderate-income persons.

**Each policy, activity, program, resource or other initiative is worth 5 points, not to exceed 70 points.**

- 0 to 10 points** 3. The total per-capita expenditure of funds by the county or its authorized agent(s) on homelessness as identified in the previous year’s budget will be assigned points based upon the following:

- 10 points – \$10 or more per capita
- 8 points – \$8.00 to \$9.99 per capita
- 6 points – \$6.00 to \$7.99 per capita
- 4 points – \$4.00 to \$5.99 per capita
- 2 points – \$1.00 to \$3.99 per capita
- 0 points – less than \$1.00 per capita

- 0 to 10 points** 4. The total per-capita commitment (i.e. per-capita counting only those communities with a tax levy to fund the county housing or community development entity, and/or a participation agreement with the county) of county-originated funds (taxes, reserve funds, fees, land sales, etc., not funds passed through from other levels of government) to affordable housing development or preservation, rental or homeownership assistance, or homelessness prevention and/or assistance activities as identified in the county’s previous fiscal year’s budget will be assigned points based upon the following:

- 10 points - \$ 16.00 or more per capita
- 8 points - \$ 13.00 to \$15.99 per capita
- 6 points - \$ 10.00 to \$12.99 per capita
- 4 points - \$ 7.00 to \$9.99 per capita
- 2 points - \$ 4.00 to \$6.99 per capita
- 1 point - \$1.00 to \$3.99 per capita
- 0 points - less than \$1.00 per capita

## CITIES AND TOWNSHIPS

### Affordability and Diversification

**0 to 8 points** 1. Municipalities are ranked according to the percent of their owner-occupied housing (homesteads) with an assessed valuation equal to or lower than an amount affordable to households at 60 percent of area median income (AMI), and their total number of manufactured homes.

**0 to 8 points** 2. Municipalities are ranked according to the percent of their total housing stock that is comprised of rental units affordable to households of low- and moderate-income (60 percent of AMI or less). This includes but is not limited to all federally subsidized rental units – public housing, Section 8 housing, units subsidized by the U.S. Department of Agriculture, units developed with the use of low-income housing tax credits, units developed with assistance from MN Housing, the Livable Communities Act, the Family Housing Fund, or the assistance of other local fiscal tools or housing finance initiatives.

**0 to 8 points** 3. Municipalities are ranked according to the percent of their housing stock that is comprised of units that are not single family detached units developed in the typical detached housing site plan approach. These units may include twinhomes, quads, apartments, townhomes, condominiums, detached townhomes, manufactured homes, and units developed with a zero-lot line.

**0 to 10 points** 4. Municipalities are ranked according to the percent of units added to their housing stock that are affordable at 60 percent AMI – both ownership and rental - since 1996. These “new” units may include units that have been “preserved” as affordable for a definitive period of time because of public or private re-investment to retain their affordability.

**0 to 3 points** 5. Housing for special needs

Municipalities are awarded up to three points for the following types of special housing within their jurisdiction:

- Housing for which federal, state, county or local funds or those of a non-profit organization have been used to purchase and operate residential units or provide licensed housing that is not for the purposes of incarceration, but as a transitional placement of adult offenders or adjudicated delinquents
- A publicly subsidized or non-profit group home licensed by the Department of Health or Department of Human Services which provides temporary or permanent housing for residents who are physically disabled, mentally ill, developmentally disabled or chemically dependent
- A shelter which is publicly subsidized and/or operated by a non-profit organization to provide temporary housing for people experiencing homelessness, battered women or those not otherwise able to secure



private housing

- Housing for individuals and families who are experiencing homelessness, but who with a transitional stay of six to 24 months, and the assistance of advocates, can work towards housing stability and self-sufficiency to obtain permanent housing

**Each instance of such housing is worth 1 point up to 3 points.**

### **Local Initiatives to Facilitate Affordable Workforce Housing Development or Preservation**

**0 to 15 points**

**6. Fiscal Tools and Initiatives**

The municipality has in place adopted local policy in its comprehensive plan or local housing plan that allows and encourages the use of a local fiscal tool or initiative and has used such a local fiscal tool to assist affordable workforce or life-cycle housing development and/or preservation.

Examples of such fiscal tools include but are not limited to the following:

- Tax increment financing
- Housing revenue bonds
- General obligation bonds
- A local property tax levy
- Local tax abatement
- Local fee waivers or reductions
- Credit enhancements
- Taxable revenue bonds
- Land write-down or sale
- Collaboration and participation with a community land trust or other non-profit organization to preserve long-term affordability

The use of federal or state dollars is only applicable if such dollars may be used for activities other than the development or preservation of affordable and life-cycle housing but the municipality has chosen to use them for affordable housing development or preservation (i.e., CDBG dollars used for housing development or preservation).

**Each local fiscal tool or initiative is worth 3 points, up to a maximum of 15 points.**

**0 to 15 points**

**7. Initiatives regarding local regulation and development requirements**

To facilitate the development or preservation of affordable or lifecycle housing through cost avoidance or reduction measures, the municipality has in the previous two calendar years:

- Reduced, adjusted or eliminated a local official control; or
- Reduced, adjusted or eliminated a development or local code requirement; or
- Has in place in its policies and official controls a commitment to make such reductions, adjustments or eliminations of requirements when

they are requested by a developer to facilitate the development or preservation of affordable or life-cycle housing

**Each local initiative is worth 3 points, up to a maximum of 15 points. No more than 6 points may be applicable to any one affordable or life-cycle housing development or preservation activity aided by these local regulative measures.**

Examples of these initiatives in the use of official controls include but are not limited to the following:

- The use of a density bonus system, inclusionary housing requirements or some other innovative zoning approach
- The use of variances, rezoning, special use or conditional permits or similar variations from the standards set forth in the community's zoning ordinance for the purpose of facilitating a specific affordable housing development.
- A local initiative undertaken to revise local design requirements for public improvement that may reduce the cost of public services to residential properties.
- Modifications in public services standards or requirements that might include streets, curbs, gutter, sewer and water hookups, street lighting and other required public improvements in order to reduce development costs to increase affordability in a new residential development.
- A reduction of such standards as the required street right-of-way, or surfacing width or depth design for residential street, or the size of sewer or water service lines to new housing.
- Implementation of an accessory housing ordinance that permits the addition or creation of accessory housing units.

**0 to 15 points** 8. Initiatives regarding housing preservation and rehabilitation

The municipality has in place and promotes locally-initiated or administered (city or county) housing preservation, home improvement and/or rehabilitation programs, or other tools available to its residents to keep their housing stock in sound condition.

Examples of these initiatives include but are not limited to the following:

- A housing maintenance code and enforcement program for rental housing
- A housing maintenance code and enforcement program for owner-occupied housing
- A housing rehabilitation loan or grant program for rental housing
- A housing rehabilitation loan or grant program for owner-occupied housing
- A home improvement loan or grant program
- A home improvement resource center
- A local tool-sharing center or program

**Each local initiative is worth 3 points, up to a maximum of 15 points.**

9. Density of residential development

The average net density of new (or re-use) sewerred housing for which a building permit was issued in the municipality in the two previous calendar years multiplied by the total number of such units in those two years are compared among all communities. Sewerred communities are ranked highest to lowest, unsewerred communities are ranked lowest to highest. Points will only be given to sewerred communities with an overall density of three units per acre or greater and only to unsewerred communities for which the 2008 local comprehensive plan update has been put into effect.

**Sewerred Communities**

**1 to 6 points**

a. The average net density for attached housing units, i.e., units per acre multiplied by the number of such units permitted in the previous two calendar years.

**1 to 6 points**

b. The average net density for detached housing units (including detached townhomes and manufactured homes), i.e., units per acre multiplied by the number of such units permitted in the previous two calendar years.

**Unsewerred Communities**

**1 to 12 points**

The average net density of residential development multiplied by the number of all units permitted in the previous two calendar years

**0 or 6 points**

10. In the previous two calendar years, the municipality has:
- acquired land to be held specifically for development or redevelopment as affordable or senior housing (exclusively 55+), or
  - approved (permits may be drawn at any time) the development or local financial participation in a proposed development of new affordable or senior (exclusively 55+) housing, or
  - approved the involvement of the municipality in the preservation and reinvestment in such housing – ownership or rental – which has not as yet been undertaken for reasons beyond the municipality’s control.

Points will be awarded according to the number of units involved in the development proposal as follows:

2 points – land has been acquired for future affordable or life-cycle housing without a specific known number of units

2 points – less than 20 units in an approved project

4 points – 20 to 39 units in an approved project

6 points – 40 or more units in an approved project

Anoka County Communities	2013 Score	Carver County Communities	2013 Score	Dakota County Communities	2013 Score	Hennepin County Communities	2013 Score	Ramsey County Communities	2013 Score	Scott County Communities	2013 Score	Washington County Communities	2013 Score	
Andover	57	Benton Twp.	14	Apple Valley	78	Bloomington	80	Arden Hills	45	Belle Plaine	54	Afton	8	
Anoka	87	Camden Twp.	15	Burnsville	89	Brooklyn Center	58	Falcon Heights	44	Belle Plaine Twp.	10	Bayport	40	
Bethel	25	Carver	50	Castle Rock Twp.	18	Brooklyn Park	54	Gem Lake	11	Blakeley Twp.	12	Baytown Twp.	8	
Blaine	78	Chanhasen	54	Coates	20	Champlin	32	Lauderdale	35	Cedar Lake Twp.	4	Birchwood	10	
Centerville	29	Chaska	63	Douglas Twp.	18	Corcoran	12	Little Canada	27	Credit River Twp.	3	Cottage Grove	45	
Circle Pines	26	Cologne	26	Eagan	71	Crystal	68	Maplewood	58	Elko New Market	51	Dellwood	8	
Columbia Heights	70	Dahlgren Twp.	11	Empire Twp.	15	Dayton	24	Mounds View	51	Helena Twp.	16	Denmark Twp.	4	
Columbus	20	Hamburg	32	Eureka Twp.	7	Deephaven	5	New Brighton	66	Jackson Twp.	16	Forest Lake	67	
Coon Rapids	89	Hancock Twp.	13	Farmington	35	Eden Prairie	68	North Oaks	8	Jordan	51	Grant	5	
East Bethel	19	Hollywood Twp.	19	Greenvale Twp.	11	Edina	62	North St. Paul	65	Louisville Twp.	14	Grey Cloud Twp.	3	
Fridley	72	Laketown Twp.	22	Hampton	30	Excelsior	30	Roseville	76	New Market Twp.	5	Hugo	39	
Ham Lake	29	Mayer	37	Hampton Twp.	9	Golden Valley	47	Shoreview	73	Prior Lake	61	Lake Elmo	16	
Hilltop	23	New Germany	30	Hastings	72	Greenfield	17	St. Paul	98	Sand Creek Twp.	6	Lake St. Croix Bea	14	
Lexington	30	Norwood Young Am	55	Inver Grove Heigt	62	Greenwood	8	Vadnais Heights	44	Savage	48	Lakeland	39	
Lino Lakes	25	San Francisco Twp.	6	Lakeville	78	Hopkins	79	White Bear Lake	71	Shakopee	59	Lakeland Shores	6	
Linwood Twp.	17	Victoria	22	Lilydale	17	Independence	11	White Bear Twp.	36	Spring Lake Twp.	3	Landfall	23	
Nowthen	8	Waconia	66	Marshan Twp.	11	Long Lake	26			St. Lawrence Twp	4	Mahtomedi	46	
Oak Grove	21	Waconia Twp.	6	Mendota	18	Loretto	48					Marine on St. Croix	10	
Ramsey	51	Watertown	40	Mendota Heights	33	Maple Grove	59					May Twp.	2	
Spring Lake Park	39	Watertown Twp.	10	Miesville	17	Maple Plain	34					Newport	32	
St. Francis	32	Young America Twp	14	New Trier	18	Medicine Lake	15					Oak Park Heights	66	
				Nininger Twp.	19	Medina	36					Oakdale	76	
				Randolph	27	Minneapolis	97					Pine Springs	9	
				Randolph Twp.	8	Minnnetonka	75					Scandia	14	
				Ravenna Twp.	10	Minnnetonka Beac	3					St. Mary's Point	8	
				Rosemount	67	Minnetrista	9					St. Paul Park	51	
				Sciota Twp.	14	Mound	50					Stillwater	52	
				South St. Paul	75	New Hope	53					Stillwater Twp.	5	
				Sunfish Lake	4	Orono	28					West Lakeland Twp	4	
				Vermillion	25	Osseo	43					Willernie	21	
				Vermillion Twp.	11	Plymouth	74					Woodbury	80	
				Waterford Twp.	20	Richfield	72							
				West St. Paul	64	Robbinsdale	59							
						Rogers	33							
						Shorewood	19							
						Spring Park	22							
						St. Anthony	45							
						St. Bonifacius	25							
						St. Louis Park	77							
						Tonka Bay	7							
						Wayzata	56							
						Woodland	1							

## FINAL 2013 HOUSING PERFORMANCE SCORES – COUNTIES

Anoka	95
Carver	100
Dakota	96
Hennepin	89
Ramsey	54
Scott	94
Washington	90

# Draft Equity – Prioritizing Criteria and Measures

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## DRAFT APPLICATION SECTION

Each qualified project will be scored under common category criteria within its modal sub-category. The common criteria include: role in the regional transportation system and economy; usage; equity; deficiencies and safety; multimodal facilities and connections; and risk assessment. The use of these common criteria will allow projects to be scored relatively equal across the modal sub-categories while also addressing the particular attributes of the project type.

### 1. Equity (Percent of Points To Be Determined)

- A. **MEASURE:** Describe the project’s positive benefits and negative impacts, including the portion of total benefits and impacts for low-income populations; people of color; and people of all ages and abilities, especially those with disabilities and the elderly. Include information about any mitigation done for expected negative impacts.

*RESPONSE (200 words):*

**SCORING:** Points will be awarded based on the applicant response and project location. Points will not be awarded based on geographic location alone if benefits and impacts are not adequately described.

Applicant fully describes the benefits and impacts; the positive impacts are expected to outweigh any negative impacts or have no expected negative impacts; and the project is located primarily in:

- a. Racially Concentrated Area of Poverty: X% of section score
- b. Concentrated Area of Poverty: X% of section score
- c. Census tracts identified above regional average for population in poverty or population of color: X% of section score
- d. Not in one of these identified areas but applicant describes benefits and impacts for these populations in project area: X% of section score

# Regional Solicitation Application

Draft updated June 12, 2014.

Complete and submit the following online application **by 5:00 PM on November 24, 2014.**

For questions contact (insert name) at (insert email)

## I. GENERAL INFORMATION

1. APPLICANT:			
2. UNIT OF GOVERNMENT:		(Select from drop down list)	
3. PRIMARY COUNTY WHERE THE PROJECT IS LOCATED:		(Select from drop down list)	
4. JURISDICTIONAL AGENCY (IF DIFFERENT THAN THE APPLICANT):			
5. APPLICANT MAILING ADDRESS			
STREET:	CITY:	STATE:	ZIP CODE:
6. PROJECT CONTACT PERSON:		TITLE:	PHONE NO. ( ) E-MAIL ADDRESS:

## II. PROJECT INFORMATION

7. PROJECT NAME:	
8. EVALUATION CATEGORIES – Check only one project category in which you wish your project to be considered.	
<b>Roadways Including Multimodal Elements</b>	
<input type="checkbox"/> Roadway Expansion	<input type="checkbox"/> Roadway System Management
<input type="checkbox"/> Roadway Reconstruction/Modernization	<input type="checkbox"/> Bridges
<b>Bicycle and Pedestrian Facilities</b>	
<input type="checkbox"/> Multiuse Trails and Bicycle Facilities	<input type="checkbox"/> Safe Routes to School Infrastructure
<input type="checkbox"/> Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	
<b>Transit and Travel Demand Management (TDM) Projects</b>	
<input type="checkbox"/> Transit Expansion	<input type="checkbox"/> Transit System Modernization
<input type="checkbox"/> TDM	
9. BRIEF PROJECT DESCRIPTION (Include location, road name/functional class, type of improvement, etc. – limit to 250 words):	
10. PROJECT LENGTH (in miles):	
11. CONNECTION TO LOCAL PLANNING (Reference the name of the appropriate comprehensive plan, regional/statewide plan, capital improvement program, corridor study document [studies on trunk highway must be approved by MnDOT and the Metropolitan Council], or other official plan or program of the applicant agency [includes Safe Routes to School Plans] that the project is included in and/or a transportation problem/need that the project addresses. List the applicable pages):	

### III. PROJECT FUNDING

12. Are you applying for funds from another source(s) to implement this project? Yes  No

If yes, please identify the source(s):

13. FEDERAL AMOUNT: \$

14. MATCH AMOUNT: \$ (Minimum of 20% of project total)

15. PROJECT TOTAL: \$

16. MATCH PERCENTAGE (Minimum of 20%):

(Compute the match percentage by dividing the match amount by the project total)

17. SOURCE OF MATCH FUNDS:

18. PREFERRED PROGRAM YEAR:  2017  2018  2019



## IV. REQUIRED ATTACHMENTS

Upload a pdf package with the following elements requested in questions 17 to 19 (hyperlink to upload pdf).

### 17. MAPS:

- A map of the project limits. Applicants may include more than one map if the project impacts multiple modes.
  - If it is a road project, highlight the segment of road to be constructed on a city or county roadway map.
  - If it is a trail project, highlight the segment of trail to be constructed on a map that includes trails, bikeways, or roadways.
  - If it is for transit service or buses, highlight the transit route that will be expanded with the proposed investment.
  - If it is a facility or on a facility, highlight the location of the facility (roadway, park & ride lot, etc.) on a city or county roadway map.
- An aerial photograph/map that shows the location of the project as it is today **OR** a plan view of the existing roadway that shows the roadway geometry and any bicycle, pedestrian and transit components.
- A 2030 Land Use Map(s) for all cities included within the project limits with TAZs identified. These can be obtained from the city's local comprehensive plan.
- **For Multiuse Trails and Bicycle Facilities, Pedestrian Facilities, Safe Routes to School, Roadway Expansion, Roadway Reconstruction/Modernization, and Bridge projects only:** A concept drawing of the proposed improvements that shows the roadway geometry and any bicycle, pedestrian, and transit components upon completion of the project.

### 18. COORDINATION

- The applicant must include a letter from the agency with jurisdiction over the facility (if different than the applicant) indicating that it is aware of and understands the project being submitted, and that it commits to operate and maintain the facility for its design life and not change the use of any right-of-way acquired without prior approval from MnDOT and the applicable federal agency (FHWA or FTA).
- If the applicant expects any other agency to provide part of the local match, the applicant must include a letter or resolution from the other agency agreeing to financially participate.
- **For Transit Expansion projects that include service expansion only:** Applicants must provide a letter of support for the project from the transit provider that will provide the service or manage the contract for the service provider.

### 19. OTHER

- **For Transit and TDM Projects that include public/private joint-use parking facilities only:** The applicant must upload a plan for and make a commitment to the long-term management and enforcement of ensuring exclusive availability of parking to public transit users during commuting times. Federal rules require that parking spaces funded through CMAQ be available exclusively to transit users during the hours of transit service. In the plan, the applicant must indicate how commuter and transit parking will coexist with parking needs for joint use tenants. The entity charged with ensuring exclusive parking for transit commuters after the facility opens must be designated in the plan.

# Project Information Form – Bicycle and Pedestrian Facilities

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A. **Do not send this form to the State Aid Office. For project solicitation package only.**

COUNTY, CITY, OR LEAD AGENCY \_\_\_\_\_

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED \_\_\_\_\_

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

APPROXIMATE END CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

LOCATION: From: \_\_\_\_\_

To: \_\_\_\_\_

(DO NOT INCLUDE LEGAL DESCRIPTION; INCLUDE NAME OF ROADWAY IF MAJORITY OF FACILITY RUNS ADJACENT TO A SINGLE CORRIDOR)

PRIMARY TYPES OF WORK \_\_\_\_\_

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC.

## BRIDGE/CULVERT PROJECTS (IF APPLICABLE)

OLD BRIDGE /CULVERT NO.: \_\_\_\_\_

NEW BRIDGE/CULVERT NO.: \_\_\_\_\_

STRUCTURE IS OVER/UNDER: \_\_\_\_\_

# Project Information Form – Roadways Including Multimodal Elements

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A. **Do not send this form to the State Aid Office. For project solicitation package only.**

COUNTY, CITY, OR LEAD AGENCY \_\_\_\_\_

FUNCTIONAL CLASS OF ROAD \_\_\_\_\_

ROAD SYSTEM \_\_\_\_\_ (TH, CSAH, MSAS, CO. RD., TWP. RD., CITY STREET)

NAME OF ROAD \_\_\_\_\_ (Example; 1st ST., MAIN AVE)

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED \_\_\_\_\_

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

APPROXIMATE END CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

LOCATION: From: \_\_\_\_\_

To: \_\_\_\_\_

(DO NOT INCLUDE LEGAL DESCRIPTION)

PRIMARY TYPES OF WORK \_\_\_\_\_

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER, STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC.

## BRIDGE/CULVERT PROJECTS (IF APPLICABLE)

OLD BRIDGE /CULVERT NO.: \_\_\_\_\_

NEW BRIDGE/CULVERT NO.: \_\_\_\_\_

STRUCTURE IS OVER/UNDER: \_\_\_\_\_

# Project Information Form – Transit and TDM (for Park-and-Ride and Transit Station Projects Only)

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(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A. **Do not send this form to the State Aid Office. For project solicitation package only.**

COUNTY, CITY, OR LEAD AGENCY \_\_\_\_\_

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED \_\_\_\_\_

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

APPROXIMATE END CONSTRUCTION DATE (MO/YR) \_\_\_\_\_

LOCATION: From: \_\_\_\_\_

To: \_\_\_\_\_

(DO NOT INCLUDE LEGAL DESCRIPTION)

PRIMARY TYPES OF WORK \_\_\_\_\_

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Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER, STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, PARK AND RIDE, ETC.

## Estimate of Construction Costs

Fill out the scoping sheet below and provide the cost estimate for each element. You may add additional eligible costs (construction costs) that are not accounted for in the blank spaces at the bottom of the table. Applicants may instead use the more exhaustive checklist of the MnDOT scoping sheet in lieu of this checklist. The total cost should match the total cost reported for the project on the first page of this application. Please use 2013 cost estimates; the TAB may apply an inflation factor to awarded projects.

<b>CONSTRUCTION PROJECT ELEMENTS/COST ESTIMATES</b>		
<b>Check all that apply</b>	<b>ITEM</b>	<b>COST</b>
<b>Specific Roadway Elements</b>		
<input type="checkbox"/>	<b>Mobilization (approx. 5% of total cost)</b>	\$
<input type="checkbox"/>	<b>Removals (approx. 5% of total cost)</b>	\$
<input type="checkbox"/>	<b>Roadway (grading, borrow, etc.)</b>	\$
<input type="checkbox"/>	<b>Roadway (aggregates and paving)</b>	\$
<input type="checkbox"/>	<b>Subgrade Correction (muck)</b>	\$
<input type="checkbox"/>	<b>Storm Sewer</b>	\$
<input type="checkbox"/>	<b>Ponds</b>	\$
<input type="checkbox"/>	<b>Concrete Items (curb &amp; gutter, sidewalks, median barriers)</b>	\$
<input type="checkbox"/>	<b>Traffic Control</b>	\$
<input type="checkbox"/>	<b>Striping</b>	\$
<input type="checkbox"/>	<b>Signing</b>	\$
<input type="checkbox"/>	<b>Lighting</b>	\$
<input type="checkbox"/>	<b>Turf - Erosion &amp; Landscaping</b>	\$
<input type="checkbox"/>	<b>Bridge</b>	\$
<input type="checkbox"/>	<b>Retaining Walls</b>	\$
<input type="checkbox"/>	<b>Noise Wall</b>	\$
<input type="checkbox"/>	<b>Traffic Signals</b>	\$
<input type="checkbox"/>	<b>Wetland Mitigation</b>	\$
<input type="checkbox"/>	<b>Other Natural and Cultural Resource Protection</b>	\$
<input type="checkbox"/>	<b>RR Crossing</b>	\$
<input type="checkbox"/>	<b>Roadway Contingencies</b>	\$
<input type="checkbox"/>	<b>Other Roadway Elements</b>	\$
<b>Specific Bicycle and Pedestrian Elements</b>		
<input type="checkbox"/>	<b>Path/Trail Construction</b>	\$
<input type="checkbox"/>	<b>Sidewalk Construction</b>	\$
<input type="checkbox"/>	<b>On-Street Bicycle Facility Construction</b>	\$
<input type="checkbox"/>	<b>Right-of-Way</b>	\$
<input type="checkbox"/>	<b>Pedestrian Curb Ramps (ADA)</b>	\$
<input type="checkbox"/>	<b>Crossing Aids (e.g., Audible Pedestrian Signals, HAWK)</b>	\$
<input type="checkbox"/>	<b>Pedestrian-scale Lighting</b>	\$
<input type="checkbox"/>	<b>Streetscaping</b>	\$
<input type="checkbox"/>	<b>Wayfinding</b>	\$

<input type="checkbox"/>	<b>Bicycle and Pedestrian Contingencies</b>	<b>\$</b>
<input type="checkbox"/>	<b>Other Bicycle and Pedestrian Elements</b>	<b>\$</b>
<b>Specific Transit and TDM Elements</b>		
<input type="checkbox"/>	<b>Fixed Guideway Elements</b>	<b>\$</b>
<input type="checkbox"/>	<b>Stations, Stops, and Terminals</b>	<b>\$</b>
<input type="checkbox"/>	<b>Support Facilities</b>	<b>\$</b>
<input type="checkbox"/>	<b>Transit Systems (e.g. communications, signals, controls, fare collection, etc.)</b>	<b>\$</b>
<input type="checkbox"/>	<b>Vehicles</b>	<b>\$</b>
<input type="checkbox"/>	<b>Transit Operations</b>	<b>\$</b>
<input type="checkbox"/>	<b>Transit and TDM Contingencies</b>	<b>\$</b>
<input type="checkbox"/>	<b>Other Transit and TDM Elements</b>	<b>\$</b>
<b>TOTAL CONSTRUCTION COST</b>		<b>\$</b>

# Risk Assessment

Please check those that apply and fill in anticipated completion dates for all projects, except for new/expanded transit service and transit vehicle purchases.

## 1) Project Scope

- Stakeholders have been identified
- Meetings or contacts with stakeholders have occurred

## 2) Layout or Preliminary Plan

- Layout or Preliminary Plan started
  - Layout or Preliminary Plan completed
- Anticipated date or date of completion: \_\_\_\_\_

## 3) Environmental Documentation

- EIS
- EA
- PM

Document Status

- Document not started
- Document in progress; environmental impacts identified
- Document submitted to State Aid for review (date submitted: \_\_\_\_\_)
- Document approved (include copy of signed cover sheet)

Anticipated date or date of completion/approval: \_\_\_\_\_

## 4) Review of Section 106 Historic Resources

- No known potential for archaeological resources, no historic resources known to be eligible for/listed on the National Register of Historic Places located in the project area, and project is not located on an identified historic bridge
- Project is located on an identified historic bridge
- Unknown impacts to historic/archaeological resources
- Historic/archeological review under way; determination of “adverse effect” anticipated
- Historic/archeological review under way; determination of “no historic properties affected” or “no adverse effect” anticipated

Anticipated date or date of completion of historic/archeological review: \_\_\_\_\_

## 5) Review of Section 4f Resources

- No Section 4f resources (i.e., publicly owned parks, recreation areas, historic sites, or wildlife and/or waterfowl refuges) located in the project area
- Unknown impacts to Section 4f resources in the project area
- Section 4f resources present within the project area, but no known adverse effects
- Adverse effects (land conversion) to Section 4f resources likely; letter of support received (potential option for bicycle/pedestrian facility applications only)
- Adverse effects (land conversion) to Section 4f resources likely

## 6) Review of Section 6f Resources

- No Section 6f resources (i.e., outdoor recreation lands where Land and Water Conservation Funds were used for planning, acquisition, or development of the property) located in the project area
- Unknown impacts to Section 6f resources in the project area
- Section 6f resources present within the project area, but no known adverse effects
- Adverse effects (land conversion) to Section 6f resources likely

**7) Right-of-Way**

- No right-of-way or easements identification has been completed
  - No right-of-way or easements required
  - Right-of-way or easements required, parcels not identified
  - Right-of-way or easements required, parcels identified
  - Right-of-way or easements required, appraisals made
  - Right-of-way or easements required, offers made
  - Right-of-way or easements has/have been acquired
- Anticipated date or date of acquisition \_\_\_\_\_

**8) Railroad Involvement**

- No railroad involvement on project
  - Railroad Right-of-Way Agreement required; negotiations not begun
  - Railroad Right-of-Way Agreement required; negotiations have begun
  - Railroad Right-of-Way Agreement required; Agreement has been initiated
  - Railroad Right-of-Way Agreement is executed (include signature page)
- Anticipated date or date of executed Agreement \_\_\_\_\_

**9) Construction Documents/Plan**

- Construction plans have not been started
  - Construction plans in progress; at least 30% completion
  - Construction plans submitted to State Aid for review
  - Construction plans completed/approved (include signed title sheet)
- Anticipated date or date of completion: \_\_\_\_\_

**10) Letting**

Anticipated Letting Date: \_\_\_\_\_



# Requirements (Draft)

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Draft Updated June 12, 2014

The applicant must first show that the project meets all of the requirements to be eligible to be scored and ranked against other projects. Applicants whose projects are disqualified may appeal and participate in the review and determination of eligibility at the Technical Advisory Committee (TAC) Funding & Programming Committee meeting. Include link.

By selecting each checkbox, the applicant confirms compliance with the following project requirements:

## All Projects

1. The project must be consistent with the goals and policies in these adopted regional plans: Thrive MSP 2040 (2014), the 2030 Transportation Policy Plan (amended 2013), the 2030 Regional Parks Policy Plan (amended 2013), and the 2030 Water Resources Management Policy Plan (2005).  
 Check the box to indicate that the project meets this requirement.
2. Applicants that are not cities or counties in the seven-county metro area with populations over 5,000 must contact the MnDOT Metro State Aid Office prior to submitting their application to determine if a public agency sponsor is required.  
 Check the box to indicate that the project meets this requirement.
3. Applicants must not submit an application for the same project in more than one funding sub-category.  
 Check the box to indicate that the project meets this requirement.
3. The requested funding amount must be more than or equal to the minimum award and less than or equal to the maximum award. The cost of preparing a project for funding authorization can be substantial. For that reason, minimum federal amounts apply. Other federal funds may be combined with the requested funds for projects exceeding the maximum award, but the source(s) must be identified in the application. List amounts once determined by working groups and PMT.  
 Check the box to indicate that the project meets this requirement
4. The project must comply with the Americans with Disabilities Act.  
 Check the box to indicate that the project meets this requirement.

5. The project must be accessible and open to the general public.  
 Check the box to indicate that the project meets this requirement.
  
6. The owner/operator of the facility must operate and maintain the project for the useful life of the improvement.  
  
 Check the box to indicate that the project meets this requirement.
  
7. The project must represent a permanent improvement with independent utility. The term “independent utility” means the project provides benefits described in the application by itself and does not depend on any construction elements of the project being funded from other sources outside the regional solicitation, excluding the required non-federal match. Projects which include traffic management or transit operating funds as part of a construction project are exempt from this policy.  
  
 Check the box to indicate that the project meets this requirement.
  
8. The project must not be a temporary construction project. A temporary construction project is defined as work that must be replaced within five years and is ineligible for funding. The project must also not be staged construction where the project will be replaced as part of future stages. Staged construction is eligible for funding as long as future stages build on, rather than replace, previous work.  
  
 Check the box to indicate that the project meets this requirement.
  
9. The project applicant must send written notification regarding the proposed project to all affected communities and other levels and units of government prior to submitting the application.  
  
 Check the box to indicate that the project meets this requirement.

### **Roadways Including Multimodal Elements**

1. **Expansion and Reconstruction/Modernization projects only:** The project must be designed to meet 10-ton load limit standards.  
  
 Check the box to indicate that the project meets this requirement.

2. **Expansion and Reconstruction/Modernization projects only:** The project must exclude costs for right-of-way, studies, preliminary engineering, design, or construction engineering (can be included if the project does not involve construction such as signal re-timing)? Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for funding unless included as part of a larger project, which is otherwise eligible.

Check the box to indicate that the project meets this requirement.

1. **Bridge projects only:** The bridge project must be identified as a Principal Arterial (Non-Freeway facilities only) or “A” Minor Arterial as shown on the latest TAB approved roadway functional classification map.

Check the box to indicate that the project meets this requirement.

2. **Bridge projects only:** Bridges selected in previous Bridge Improvement and Replacement solicitations (1994 – 2011) are not eligible. A previously selected project is not eligible unless it has been withdrawn or sunset prior to the deadline for proposals in this solicitation.

Check the box to indicate that the project meets this requirement.

3. **Bridge projects only:** Projects requiring a grade-separated crossing of a Principal Arterial of freeway design must be limited to the federal share of those project costs identified as local (non-MnDOT) cost responsibility using MnDOT’s “Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities” manual. In the case of a federally funded trunk highway project, the policy guidelines should be read as if the funded trunk highway route is under local jurisdiction.

Check the box to indicate that the project meets this requirement.

4. **Bridge projects only:** The bridge must carry highway traffic. Bridges can carry traffic from multiple modes. However, bridges that are exclusively for bicycle or pedestrian traffic must apply under one of the Bicycle and Pedestrian Facilities sub-categories. Rail-only bridges are ineligible for funding.

Check the box to indicate that the project meets this requirement.

5. **Bridge projects only:** The length of the bridge must equal or exceed 20 feet.

Check the box to indicate that the project meets this requirement.

6. **Bridge projects only:** Project limits for bridge projects are limited from abutment to abutment.

Check the box to indicate that the project meets this requirement.

7. **Bridge projects only:** The project must exclude costs for the superstructure (except for the cost of constructing a new bridge deck or reconstructing an existing bridge deck), substructure, studies, preliminary engineering, design, construction engineering, and right-of-way?

Check the box to indicate that the project meets this requirement.

8. **For bridge replacement projects only:** Is the bridge structurally deficient or functionally obsolete and is the most recent sufficiency rating less than 50?  
 Check the box to indicate that the project meets this requirement.
  
9. **For bridge rehabilitation projects only:** Is the bridge structurally deficient or functionally obsolete and is the most recent sufficiency rating 80 or less?  
 Check the box to indicate that the project meets this requirement.

### **Bicycle and Pedestrian Facilities Projects Only**

**Note:** Bicycle and pedestrian projects may use a “soft match” to fulfill the local match. A “soft match” may include donated labor or construction materials if adequate documentation of its equivalent dollar value and availability can be provided. Donated labor must have expertise and experience in the type of labor required for the project and valued at rates consistent with rates ordinarily paid for similar work. Some type of time sheet must support donated labor. Donated materials, e.g., railroad ties, asphalt pavement, or wiring necessary to run a street car, must meet all standards and specifications. Caution in using a “soft match” should be taken to ensure the donated materials or labor during actual construction does not fall below the 20 percent non-federal match required to be able to receive 100 percent of the federal funds. Applicants wishing to use a soft match should first contact the Minnesota office of the Federal Highway Administration for more information.

1. All projects must relate to surface transportation. As an example, for multiuse trail and bicycle facilities, surface transportation is defined as primarily serving a commuting purpose and/or that connect two destination points. A facility may serve both a transportation purpose and a recreational purpose; a facility that connects people to recreational destinations may be considered to have a transportation purpose.  
 Check the box to indicate that the project meets this requirement.
  
2. The project must exclude costs for study completion, preliminary engineering, design, construction engineering, or other similar costs (eligible costs include construction and materials, right-of-way, and land acquisition).  
 Check the box to indicate that the project meets this requirement.
  
3. The project must exclude work which is required as a condition of obtaining a permit or concurrence for a different transportation project.  
 Check the box to indicate that the project meets this requirement.

4. Seventy percent of the project cost must fall under one of the following eligible activities:
- Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
  - Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities, to access daily needs.
  - Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
  - Safe Routes to School Infrastructure-related projects.

Check the box to indicate that the project meets this requirement.

5. **For Safe Routes to School projects only:** All projects must be located within a two-mile radius of the associated primary, middle, or high school site.

Check the box to indicate that the project meets this requirement.

6. **For Safe Routes to School projects only:** All schools benefitting from the SRTS program must conduct after-implementation surveys. These include the student tally form and the parent survey available on the National Center for SRTS website ([provide link](#)). The school(s) must submit the after-evaluation data to the National Center for SRTS within a year of the project completion date. Additional guidance regarding evaluation can be found at the MnDOT SRTS website ([provide link](#)).

Check the box to indicate that the applicant understands this requirement and will submit data to the National Center for SRTS within one year of project completion.

7. **For Safe Routes to School projects only:** The applicant must contact MnDOT Safe Routes to School staff (Mao Yang; [mao.yang@state.mn.us](mailto:mao.yang@state.mn.us); 651-366-3827) as soon as possible before the application deadline to describe how the project relates to their Safe Routes to School Plan. MnDOT staff will review this information and notify Metropolitan Council staff of the projects that meet Safe Routes to School-specific program requirements.

Check the box to indicate that the applicant understands this requirement and will contact MnDOT Safe Routes to School staff as soon as possible before the application deadline.

### Transit and TDM Projects Only

1. The project must exclude costs for studies, preliminary engineering, design, or construction engineering (except if the project does not involve construction such as signal re-timing). Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for funding unless included as

part of a larger project, which is otherwise eligible. Right-of-way costs are not eligible as a stand-alone proposal, but are eligible when included in a proposal to build or expand transit hubs, transit terminals, park-and-ride facilities, or pool-and-ride lots).

Check the box to indicate that the project meets this requirement.

2. **For Transit Expansion projects only:** The project must provide a new or expanded transit facility or service (includes peak, off-peak, express, limited stop service, or dial-a-ride).

Check the box to indicate that the project meets this requirement.

3. **For Transit Expansion projects only:** The applicant must have the capital and operating funds necessary to implement the entire project and operating funds to continue the service or facility.

Check the box to indicate that the project meets this requirement.

4. **For Transit Expansion projects only:** The project is not eligible for either capital or operating funds if the corresponding capital or operating costs have been funded in a previous solicitation. A previously selected project is not eligible unless it has been withdrawn or sunset prior to the deadline for proposals in this solicitation.

Check the box to indicate that the project meets this requirement.

# General Process (Draft)

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Draft Updated June 3, 2014

1. Project sponsors must incur the cost of the project prior to repayment. Costs become eligible for reimbursement only after a project has been approved by the Transportation Advisory Board (TAB)/Metropolitan Council, the Minnesota Department of Transportation (MnDOT), and the appropriate United States Department of Transportation (USDOT) modal agency.
2. Projects will be added to the Transportation Improvement Program (TIP) only after TAB/Metropolitan Council approval.
3. The construction cost of projects listed in the region's draft or adopted TIP is assumed to be fully-funded. TAB will not consider projects already listed in the draft or adopted TIP, nor the reimbursement of advanced construction funds for those projects, for funding through the solicitation process.
4. The federal fund participation for each project will be updated and reported annually. Projects selected to receive federal funding through this solicitation will be programmed in the regional TIP in years 2017, 2018, and 2019, taking into consideration the applicant's request and the TAB's balancing of these requests based on available funds. When the selected projects are programmed, the TAB will adjust the federal award and the non-federal match amount to account for anticipated inflation.
5. The fundable amount of a project is based on the original submittal. TAB must approve any significant change in the scope of an approved project. Include link to scope change process.
6. **A project will be removed from the program if it does not meet its program year.** The program year aligns with the state fiscal year. For example, if the project is programmed for 2018 in the TIP, the project program year begins July 1, 2017 and ends June 30, 2018. Projects selected from this solicitation will be programmed in 2017, 2018, and 2019. The Regional Program Year Policy outlines the process to request a one-time program year extension. Include link to Regional Program Year Policy.
7. The announcement of funding availability is published in the State Register, posted on the Metropolitan Council website, and emailed to local stakeholders.
8. The applicant must show that the project meets all of the requirements to be eligible to be scored and ranked against other projects. Applicants whose projects are disqualified may appeal and participate in the review and determination of eligibility at the Technical Advisory Committee (TAC) Funding & Programming Committee meeting.
9. A set of prioritizing criteria with a range of points assigned is provided. The applicant must respond directly to each prioritizing criterion in order for it to be scored and receive points. Projects are scored based on how well the response meets the requirements of the prioritizing criteria and how well the responses compare to those of other qualifying applications in the same project category.

10. Members of the TAC Funding and Programming Committee or other designees will evaluate the applications and prepare a ranked list of projects by category based on a total score of all the prioritizing criteria. The TAC will forward the ranked list of projects with funding options. TAB may develop its own funding proposals. TAB may or may not choose to fund projects submitted from each sub-category. TAB will then recommend a list of projects to be included in the region's Transportation Improvement Program and receive federal funds. TAB then submits the Transportation Improvement Program (TIP) to the Metropolitan Council for concurrence.

### **Roadways Including Multimodal Elements Projects Only**

1. Projects involving interchange construction and reconstruction on the Principal Arterial system (regardless of whether the project is on the Principal Arterial or an intersecting "A" Minor Arterial) are funded conditional on the successful completion of the Metropolitan Council/MnDOT Highway Interchange Request procedures. Include link to Appendix E of the 2030 TPP.
2. In the 2014 regional solicitation, the TAB will only fund a project on a "A" Minor Arterial that is spaced at least 3.5 miles away from another funded project on the same "A" Minor Arterial (only applies to two projects selected in the same solicitation).
3. In the 2014 regional solicitation, the TAB will only fund a project on a Non-Freeway Principal Arterial that is spaced at least seven miles away from another funded project on the same Non-Freeway Principal Arterial (only applies to two projects selected in the same solicitation).

### **Transit and Transportation Demand Management (TDM) Projects Only**

1. In the 2014 solicitation, the TAB will not fund more than one transit capital project in each of the following Transitway Corridors: Hiawatha, Central, Southwest, Cedar Avenue, Bottineau, I-35W, and Northstar Corridors.



# Multiuse Trails and Bicycle Facilities – Prioritizing Criteria and Measures

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Updated June 4, 2014

Each qualified project will be scored under common category criteria within its modal sub-category. The common criteria include: role in the regional transportation system and economy; usage; equity; deficiencies and safety; multimodal facilities and connections; and risk assessment. The use of these common criteria will allow projects to be scored relatively equal across the modal sub-categories while also addressing the particular attributes of the project type. Please answer the following questions:

**1. Role in the Regional Transportation System and Economy (20 Percent of Points)** - This criterion measures the project's ability to serve a transportation purpose within the regional transportation system and economy through its inclusion within or direct connection to the Regional Bicycle Transportation Network (RBTN), and based on the Twin Cities Regional Bicycle System Study (2014). **(provide link to map in TPP)**

- A. MEASURE: Identify the location of the project relative to the RBTN. A map of this bicycle network can be accessed with this link.

RESPONSE (Select one):

- Tier 1, Priority RBTN Corridor:  (100 Percent of Points)
- Tier 2, RBTN Corridor:  (80 Percent of Points)
- Direct connection to the RBTN (Tier 1 or Tier 2):  (60 Percent of Points)

OR

- Project is not located on or directly connected to the Regional Bicycle Transportation Network, but is part of a local system and identified within an adopted local plan:  (10 Percent of Points)

**2. Usage (20 Percent of Points)** - This criterion quantifies the project's potential impact to existing population and employment. Metropolitan Council staff will calculate the cost effectiveness of the project using the Metropolitan Council model, the project location, and total project cost from previous sections.

- A. MEASURE: Metropolitan Council staff will calculate the cost effectiveness of the project using the Metropolitan Council model, the project location, and total project cost.

- Cost Effectiveness = Total project cost/existing population within one mile of the project (50 Percent of Points)
- Cost Effectiveness = Total project cost/existing employment within one mile of the project (50 Percent of Points)

Note: Future population and employment data are not considered under this measure due to the lack of reliable data.

RESPONSE (Completed by Metropolitan Council staff):

### 3. Equity (10 Percent of Points) – To Be Determined

A. MEASURE: To Be Determined

RESPONSE: To Be Determined

**4. Deficiencies and Safety (25 Percent of Points)** – This criterion addresses the project’s ability to overcome barriers or system gaps through completion of a Critical Bicycle Transportation Link, as defined in the region’s draft 2040 Transportation Policy Plan and the Twin Cities Regional Bicycle System Study (2014) (**provide link to draft TPP section**). **Critical Bicycle Transportation Links** encompass several types of barriers that can disrupt the connectivity of the bicycle network and isolate communities and key destinations. Projects will also be scored on their ability to correct deficiencies and improve the overall safety of an existing or future multiuse trail or bicycle facility.

Note: Routine maintenance activities on a multiuse trail or bicycle facility are not eligible for funding. As defined by the FHWA, examples of routine maintenance activities include shrub and brush removal or minor drainage improvements. In order to be eligible for funding, reconstruction projects must be replacing a facility at the end of its useful life or include improvements to the facility (e.g., ADA, safety, other deficiencies). Resurfacing of a facility is eligible only if other improvements to the facility are also included in the proposed project.

A. MEASURE: Select the type of Critical Bicycle Transportation Link(s) completed by the project and discuss how the project will complete a missing link on the Regional Bicycle Transportation Network (RBTN), crosses or circumvents a physical barrier, or improves continuity or connections between jurisdictions. The applicant should include barriers and gap improvements on the required project map. If the project is crossing or circumventing a barrier (e.g., river, stream, railroad corridor, freeway, or multi-lane highway), the applicant should demonstrate the magnitude of the barrier (number of lanes, average daily traffic, posted speed, etc.) and how the proposed project will improve travel across or around that barrier. Distance to and condition of the nearest parallel crossing of the barrier should also be provided. (40 Percent of Points)

RESPONSE (Check all that apply):

- **Closes a gap on the RBTN**, including improving bikeability for all age/experience levels within urban, high demand corridors that may already have a continuous bikeway facility (this could include adding an off-road trail where there is only an on-street bike lane in an urban, high-demand corridor, or adding a bike lane where only a trail exists):  (\_\_\_ Percent of Points)
- **Provides a facility that crosses or circumvents a physical barrier** (on or off the RBTN) including a river or stream, railroad corridor, freeway, or multi-lane highway:  (\_\_\_ Percent of Points)

- **Improves continuity and/or connections between jurisdictions** (on or off the RBTN) (e.g., extending a specific bikeway facility treatment across jurisdictions to improve consistency and inherent bikeability):  (\_\_\_ Percent of Points)

RESPONSE (200 words or less):

- B. **MEASURE:** Discuss how the project will correct existing deficiencies on the facility or address an identified safety problem. Proposed safety improvements can include, but are not limited to, ADA, pavement, lighting, signage, grading, and alignment modifications; intersection treatments on multi-lane highways; sight line corrections; at-grade rail crossing treatments and security measures. Include any available project site-related safety data (e.g. crash data, number of conflict points to be eliminated by the project by type of conflict (bicyclist/pedestrian, bicyclist/vehicle, and pedestrian/vehicle)). Where available, use of Minnesota Crash Mapping Analysis Tool (MnCMAT) data is highly encouraged. (60 Percent of Points)

RESPONSE (200 words or less):

**5. Multimodal Facilities (Transit and Pedestrian) and Connections (10 Percent of Points)** - This criterion measures how the project provides a connection to or otherwise benefits transit and/or pedestrian facilities.

- A. **MEASURE:** Describe the existing transit accommodations and discuss how the proposed project improves the travel experience for transit users. Applicants must detail these transit benefits on the required project map. Examples of transit improvements can include, but are not limited to, improving accessibility to transit stops by pedestrians, installing bus stop amenities for passengers such as benches, public art, wayfinding, removing obstructions to create safe/open gathering spaces, and pedestrian-scale lighting. (\_\_\_ Percent of Points)

RESPONSE (200 words or less):

- B. **MEASURE:** List the transit routes directly connected to the project. If the project does not directly connect to transit stations/stops, provide the total number of routes indirectly connected within a one-mile radius of the project. Potential connections include transitway stations, high-frequency express and local stations/stops, and other non-high-frequency fixed-route stations/stops. Metropolitan Council staff will provide annual ridership for each connecting route. A transit system map can be accessed with this link (**provide link**). (\_\_\_ Percent of Points)

RESPONSE (List route numbers):

- Existing routes directly connected to the project: \_\_\_\_\_ (\_\_\_ Percent of Points)
- Planned transitways (alignment and mode determined and identified in the 2030 TPP) directly connected to the project: \_\_\_\_\_ (\_\_\_ Percent of Points)
- Existing routes indirectly connected to the project: \_\_\_\_\_ (\_\_\_ Percent of Points)
- Planned transitways (alignment and mode determined and identified in the 2030 TPP) indirectly connected to the project: \_\_\_\_\_ (\_\_\_ Percent of Points)

- C. MEASURE: Describe the existing pedestrian accommodations and discuss how the proposed project improves the travel experience for pedestrians. Examples of improvements beneficial to pedestrians include construction or reconstruction of walkways or multi-use paths, separating pedestrian walkways from bicycle traffic through the installation of a buffer such as a boulevard, pedestrian-scale lighting, bicycle signal heads with coordinated leading pedestrian signal phasing, installing curb extensions, protected intersections, pedestrian medians, and traffic calming measures. (\_\_\_ Percent of Points)

RESPONSE (200 words or less):

- D. MEASURE: Identify the pedestrian connections to the project and describe these existing facilities. As part of the response, discuss how the project provides a direct connection to an existing high pedestrian-traffic area identified in an adopted local plan or study. (\_\_\_ Percent of Points)

RESPONSE (check where applicable):

- Existing pedestrian connection to the project:  (100 Percent of Points)
- Pedestrian connection that will be constructed before the completion of the project  (X Percent of Points)
- Planned pedestrian connection to the project:  (X Percent of Points)
- No existing or planned pedestrian connections to the project  (0 Percent of Points)

RESPONSE (200 words or less):

**6. Risk Assessment (15 Percent of Points)** - This criterion measures the number of risks associated with the project and the steps already completed in the project development process. These steps are outlined in the checklist in the required Risk Assessment.

- A. MEASURE: Applications involving construction must complete the Risk Assessment. This checklist includes activities completed to-date, as well as an assessment of risks (e.g., right-of-way acquisition, proximity to historic properties, etc.).

RESPONSE (Complete Risk Assessment):

**TOTAL: \_\_\_\_\_ POINTS**