Active Transportation Working Group
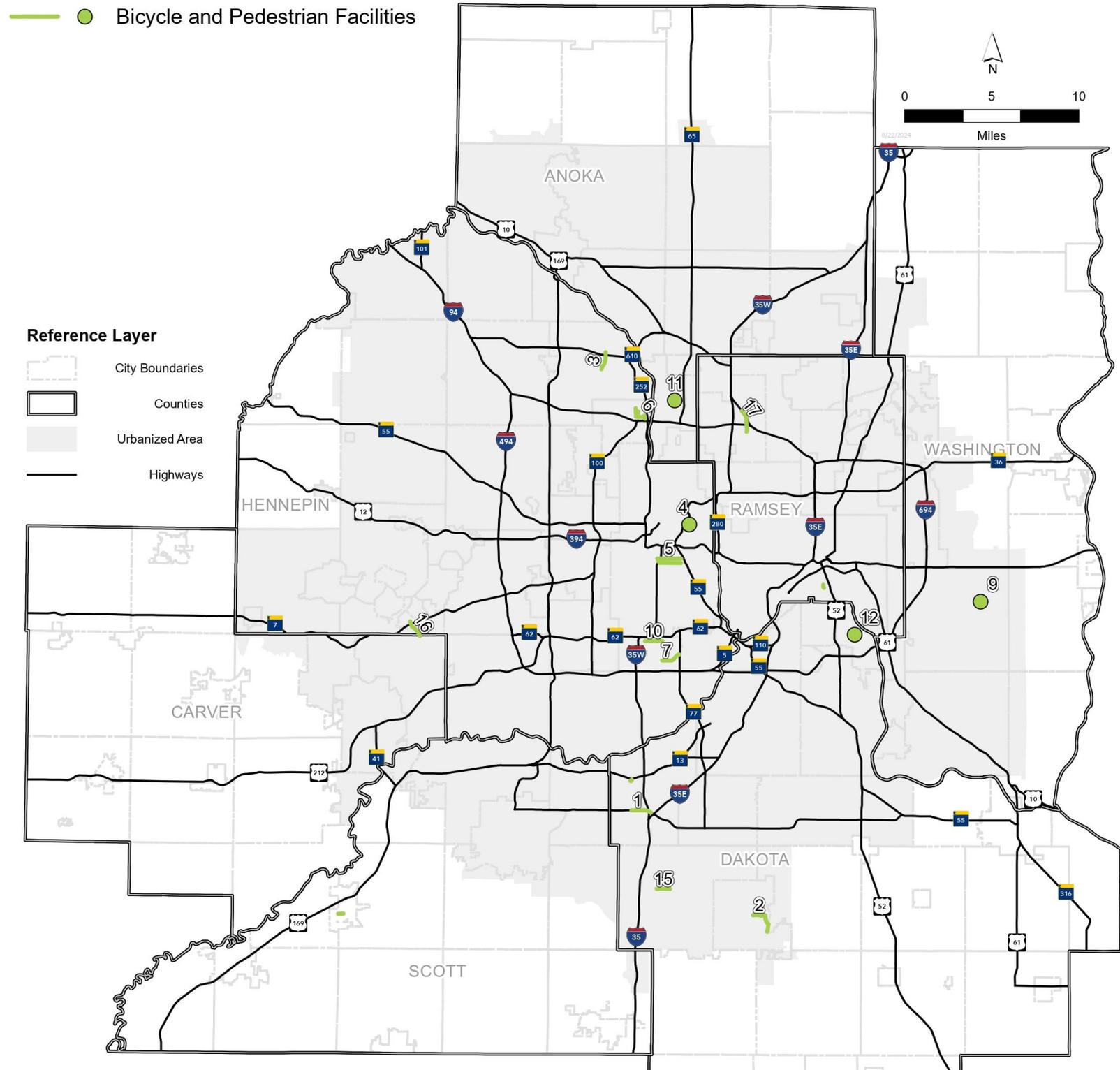
Grant Management Info Item for TAB

September 18th, 2024

Summary of AT Funded 2024 RS Projects

2024 Regional Solicitation AT Projects

- 17 projects - ~$19 Million
  - 3 multiuse trails
  - 7 pedestrian facilities
  - 7 Safe Routes to School
- Located in:
  - 6 counties
  - All urban community designations
    - +1 rural designation
- Leveraged to support $102 million for active transportation investments in region (total $ all sources)

Bicycle and Pedestrian Facilities

Reference Layer

City Boundaries

Counties

Urbanized Area

Highways

AT Grants Met Council Management

For TAB Consideration in October

- ~$19 million of regional sales tax funding for 17 pedestrian, bicycle and safe routes to school projects in the 2024 Regional Solicitation

- Projects will be managed by the Met Council
    - Not federally funded and do not need to follow federal requirements for grant recipients

- Need to establish key requirements for TAB funds that meet priorities of TAB
    - Reduce administrative burden from federal funding
    - Build management process for Council
    - Requirements considered will be specifically for these pilot funds

- Lessons learned will be taken for future solicitations

Grant Management Requirements for AT Pilot Projects

Policy Level Grant Management Considerations for Pilot

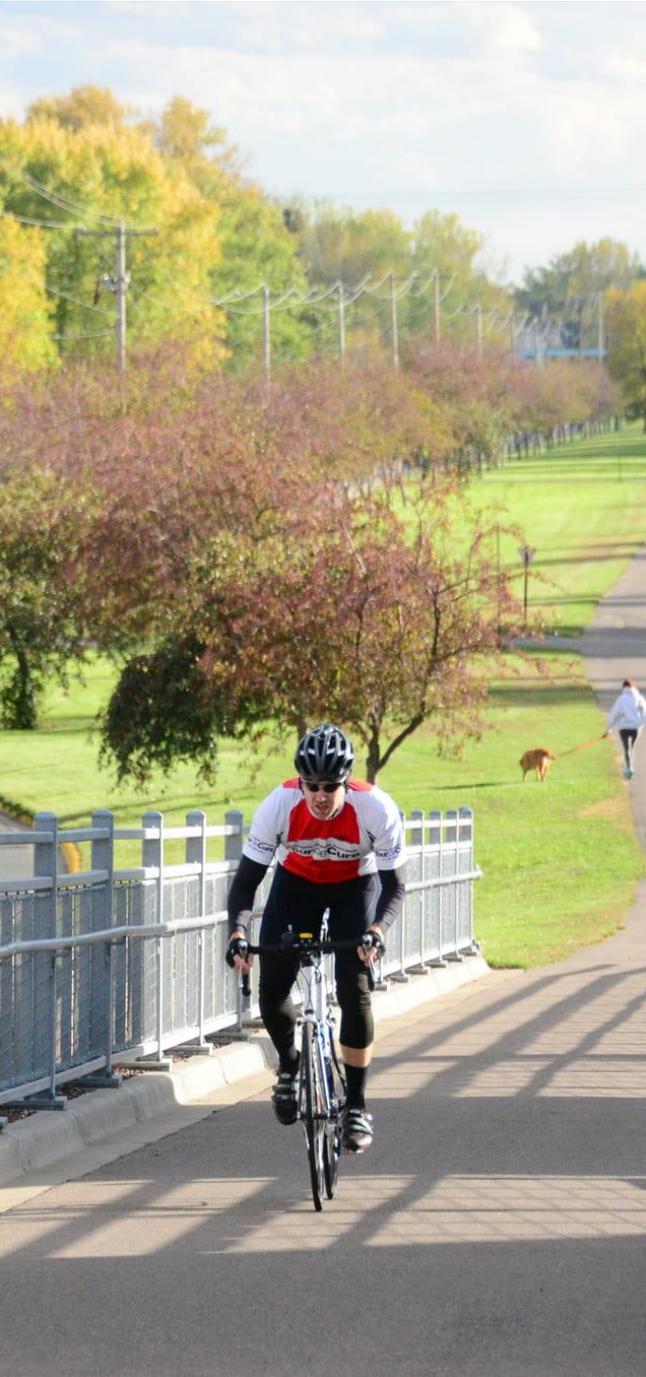Set direction on key items for grant management of pilot projects.

1. Program year
2. Grant disbursements
3. Eligible project costs
4. Project plan documentation and plan submittals
5. Environmental impact review
6. Right-of-Way (ROW) acquisition process and documentation
7. Scope change process
8. Disadvantaged Business Enterprises (DBE) – to be discussed and recommended at September AT Work Group

Metropolitan Council

Program Year Recommendation

Grant recipients do not need to identify a specific program year for projects.

1. Project number assigned for tracking purposes.

2. Identify a "grant agreement period" when executing grant agreement to cover from grant agreement execution to expected completion.

3. Projects must initiate project bidding by end of 2026.

4. Staff will report on status of grant projects at end of 2026. Grant recipients must submit project progress report annually.

5. If not be able to be started by end of 2026; project start date may be extended beyond 2026 with TAB approval.

Metropolitan Council

Grant Disbursements Recommendation

For the pilot, grant funding will be disbursed in a hybrid manner:

1. Half disbursed up-front.
   - The first 50% of awarded funding will be provided when grant recipient enters into construction contract.
2. Remaining reimbursed up to the grant total grant amount.
   - The Council will receive documentation of spending for the 50% of grant award and local match and then,
   - Remainder of the grant to be reimbursed up to the total awarded funding based on documentation.

Eligible Project Costs Recommendation

Eligible project costs will remain the same as is currently eligible through the Regional Solicitation program.

Metropolitan Council

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Plan Documentation and Submittals Recommendation

Grant recipients required to provide final plan sheets prior to project bidding

- Required to ensure the final project plans meet:
  - original project description in RS application
  - minimum design guidance of the MnDOT Facility Design Guide, and
  - ADA standards.
- Grant recipients will be responsible for engineering sign-off of project plans sheets.
- Council staff will review and approve prior to grant disbursements to ensure that:
  - final plans meet original project description in RS application (no scope change is necessary), and
  - accredited engineer signed off on final project plans (that meet MnDOT Facility Design Guide and ADA requirements).

Environmental Review Recommendation

Documentation of environmental impacts do not need to be submitted or certified prior to project bidding.

- Relevant state environmental requirements must be followed.
- Any necessary permits must be obtained prior to construction.

Right-of-Way Acquisition Recommendation

No requirement for right-of-way acquisition to be reviewed or certified prior to bidding of a project.

- Require documentation that shows that land rights and necessary agreements in place for entire project extent prior the release of grant funds.
  - If land is in process of being obtained for a project which does not inhibit construction, then evidence of approval of acquisition by governing body may be substituted.

- All applicable state standards concerning ROW acquisition must be followed.

Project Scope Change Recommendation

The TAB approved Scope Change Policy will remain in effect for AT Sales Tax funded projects.

For TAB Consideration in October

Program Year: No program year, identify project activity period, begin before end of 2026, TAB approval for extension.

Grant Funding Disbursements: 50% granted up-front at construction start, remainder reimbursed.

Eligible Project Costs: Eligible costs remain the same as Regional Solicitation.

Plan Documentation and Submittals: Final plans submitted to Council prior to project bidding to ensure project meets project description as applied and that an accredited engineer has signed off on plans that meet minimum standards of MnDOT Facility Guide and ADA.

Project Scope Change: Scope change process remains the same as Regional Solicitation.

Right-of-Way Acquisition: Follow applicable state statues. Submit ownership or agreement documentation, or evidence of governing body approval of ROW acquisition prior to release of grant funds.

Environmental Review: Follow applicable state statutes. No documentation to be submitted.

Metropolitan Council

All grant requirements are for pilot projects only

- AT Work Group will meet again in September to determine recommendation for DBE equivalent program requirements
  - All grant requirements will come to TAB in October for recommendation consideration
- Long-term requirements and eligibility for funds will be determined through the Regional Solicitation Evaluation process
- Last recommendation from the AT Work Group to come directly to TAB

Metropolitan Council