

FREQUENTLY ASKED QUESTIONS

Question 1: (October 23, 2014)

*For the **Roadway Expansion** application, how do I complete the **Safety measure** for a project that involves the construction of a new roadway? More specifically, there isn't a crash modification factor that can be used for the construction of a new roadway in the HSIP methodology.*

Answer: With the construction of a new roadway, an analysis should be conducted to determine the parallel routes that will be affected by the project. The crash reduction factor can be calculated using the following methodology:

- Identify the parallel roadway(s) that will be affected by the project (i.e. which roadway(s) will traffic divert from)
- Using the crash data for the most recent three years, calculate the existing crash rate for the parallel roadway(s) identified in Step 1.
- Identify the daily traffic volume that will be relocated from the parallel roadway(s) to the new roadway.
- Calculate the number of crashes on the parallel roadway(s) using the existing crash rate from Step 2 and the relocated traffic volume to determine the change in number of crashes due to the relocated traffic volume. For instance, if 5,000 vehicles are expected to relocate from the existing parallel roadway to the new roadway, calculate the number of crashes related to the 5,000 vehicles.
- Identify the average crash rate for the new roadway using MnDOT's average crash rates by roadway type. Using the average crash rate for the new roadway, calculate the number of crashes related to the relocated traffic (such as the 5,000 vehicles).
- Calculate the crash reduction factor using the existing number of crashes on the existing parallel roadway (Step 4) compared to the estimated crashes calculated for the new roadway (Step 5), due to the relocated traffic volume (such as the 5,000 vehicles).
- The calculated crash reduction factor should be used in the HSIP B/C worksheet.
- Upload additional documentation materials into the "Other Attachments" Form in the online application.

Question 2: (October 23, 2014)

*For the **Roadway System Management** application, how do I answer the heavy commercial traffic, daily person throughput, forecast, congestion reduction, emissions reduction and safety measures for a project that involves **multiple roadways**?*

Answer: If the project includes multiple roadways, select one of the A-Minor Arterials or Non-Freeway Principal Arterials within the network of roadways to answer each measure. The applicant does not have to use the same A-Minor Arterial or Non-Freeway Principal Arterial. For instance, there is a project involving the signal coordination along seven different roadways within the network, whereas three of the roadways are A-Minor Arterials. Minor Arterial 1 could be used to answer four measures and Minor Arterial 2 could be used to answer two measures.

Question 3: (October 23, 2014)

*My proposed **transit project** connects to or falls within 1/4 or 1/2 mile of an **educational institution**, but is not reported in the results on my **“Regional Economy” map**. What should I do?*

Answer: The educational institutions are point-based locations with a 1/8 mile buffer around each address point. If your project connects to the University of Minnesota campus, you will receive the same number of points (33) for your connection to the University of Minnesota job concentration. In this scenario, please mark “connection to job concentration” in your application. If your project connects to the University of St. Thomas, Augsburg, or another urban campus that is not fully encompassed by a 1/8 mile buffer, contact Metropolitan Council staff to resolve this issue.

Question 4: (October 24, 2014)

How do I add a consultant to my application?

Answer: To add a consultant (or other agency staff) to your application, use the following steps:

- 1 – Login to WebGrants (metrocouncilgrants.org) using your login and password
- 2 – Select Funding Opportunities
- 3 – Select the application that you will be filling out
- 4 – Click on “Start a new application” (on the right, center)
- 5 – Name your application – be specific enough so consultants know which application to select (they may be working on several applications for different entities) and Select your organization
- 6 – Save

7 – Select “Edit”. Where you see ‘Additional Grantee Contacts’, there will be a dropbox of names. Select the name(s) of those you want to fill out the application. Use the Ctrl key to select more than one. You should see the consultants who have registered and are linked. More names will appear as they register.

8 – Save

9 – At any time you can go to the ‘General Information’ Form and add additional people to each individual application. A consultant will only have access to specific applications that you give them access to.

Question 5: (October 24, 2014)

Can an agency apply for two applications along the same corridor in different funding categories?

Answer: Yes. However, the applicant should note that the Transportation Advisory Board (TAB) and Council have expressed interest in funding multimodal projects. The two applications must be for different projects, i.e., have different project descriptions and scopes. The two projects would be independent of each other and would not factor into each other’s scores. Each project must also be able to be completed on schedule independently of the other.

Question 6: (May 16, 2016)

Can an agency submit two applications within the same mode (highway; transit; non-motorized) within 3.5 miles of each other?

Answer: Two applications can be submitted, but only one project will be funded based on the project categories below:

1. In the 2016 Regional Solicitation, TAB will only fund a roadway or bridge project on a roadway that is spaced at least 3.5 miles away from another funded project on the same roadway (only applies to two separate applications selected in the same solicitation).
2. In the 2016 Regional Solicitation, the TAB will not fund more than one transit capital project in a transitway corridor (only applies to two separate applications selected in the same solicitation).

Question 7: (May 16, 2016)

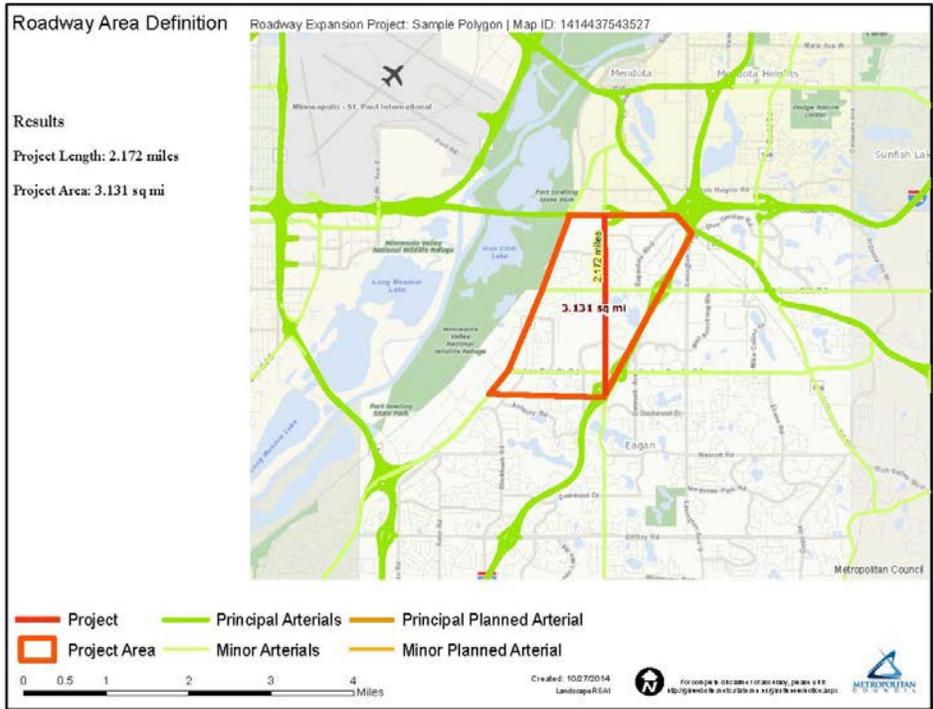
How are or should planned A-Minor Arterials and Non-Freeway Principal Arterials be used to answer the question of the importance of the route.

1. Planned A-Minors and Non-Freeway Principal Arterials submitted for funding or to be used in the analysis for the solicitation must be on the TAB adopted Functional Classification Map adopted on **April 20, 2016**, and found at http://giswebsite.metc.state.mn.us/mapgallery/pdfs/RegSolic2014_FCR_36x36_external.pdf.
2. Use in Criteria 1A, "Role in the Regional Transportation System and Economy" for A-Minor Expander and Augmenters and Non-Freeway Principal Arterials. The mapping tool used to make this calculation does not contain the planned A-Minor or Non-Freeway Principals for a number of reasons:
 - A. Using any additional parallel A-Minor Arterials or Non-Freeways would reduce the area the proposed project would serve and therefore lower the score received for this criteria. Given the uncertainty of planned roadways being built, the TAB chose not to use these facilities in this calculation.
 - B. By having planned roadways in the mapping tool, the applicant would think they had to be used for the calculation. Since the mapping tool would not use these planned roadways even if they were the closest parallel roadway, it would be confusing to the applicant.
 - C. Assuming there was a reason the applicant wanted to use these roadways in a calculation, this would have to be manually calculated and the future funding commitment documented.

Question 8: (October 27, 2014)

When you draw the perimeter for the area calculation map are you to follow the A-Minor Arterials or Principal Arterials routes around the project length for the perimeter?

Answer: To draw the polygon area for a roadway application map, draw lines perpendicular to the ends of your project to the nearest A-Minor Arterials or Principal Arterials that are parallel to your application. See example.



Question 9: (May 16, 2016)

Are letters of support from MnDOT required for projects on MnDOT right-of-way?

Answer: : Yes. If a project is located on MnDOT right-of-way, it cannot be considered without a support letter from MnDOT.

To request a letter of support from MnDOT, contact the appropriate [MnDOT Area Manager](#) for the applicant city/county/organization no later than **June 17, 2016**. The request must include a brief project description, project area, and estimated costs; it must also specify whether the applicant intends to request that MnDOT contribute either funding, services, or other resources for the project.

The project support letters must be from Scott McBride, MnDOT Metro District Engineer. MnDOT Metro District will coordinate review of requests for letters. MnDOT letters of support will include a requirement for development of an amicable agreement that provides for long-term maintenance of the project for its useful life.

Question 10 (Multiuse Trails)

How will I know which Tier level of a Regional Bicycle Transportation Network (RBTN) corridor or alignment my project is on or connects with?

Answer: The Regional Solicitation Mapping Application will generate a map of your project with the RBTN on it. This map will have a red line depicting your project’s orientation to nearby RBTN alignments and corridors. Applicants will need to include the Project to RBTN Orientation map in the online application.

For additional map details for your city or county, please use the official on-line version of the RBTN via this link: <http://giswebsite.metc.state.mn.us/mcviewer/?cfg=rbtn> You will be able to zoom in to your

community to determine specific streets or other landmarks that lie along a designated Tier 1 or Tier 2 corridor or alignment.

Question 11 (Multiuse Trails)

How will proposed bikeway/trail projects be scored with respect to designated alignments within the RBTN?

Answer: For projects that are proposed to improve, complete, or connect to a segment of a designated Tier 1 or Tier 2 alignment, refer to the official online interactive RBTN map via this link

<http://giswebsite.metc.state.mn.us/mcviewer/?cfg=rbtn> In order for the project to receive the available points associated with Tier 1 and Tier 2 alignments, the project must accomplish one of the following:

- Improve a segment of an existing Tier 1 or Tier 2 alignment beyond a simple resurfacing of the facility (*Note: 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 such as ADA compliance or safety improvements, or removing other deficiencies., or*
- Complete a currently non-existing segment of a Tier 1 or Tier 2 alignment, or
- Connect directly to a specific Tier 1 or Tier 2 alignment of the RBTN.

(Note: For local grade separation projects that cross above or below a roadway or trail designated as an RBTN alignment, the project must include physical connections from either side of the grade separation to the RBTN roadway or trail. A project that only provides a bikeway that crosses above or below the RBTN facility without connections will not receive the points allocated for direct connections to the RBTN.)

Question 12 (MultiUse Trails)

How can I be sure that my project will receive the total points shown for a Tier 1 or Tier 2 RBTN corridor?

Answer: In order for a project to be awarded the total points for a Tier 1 or Tier 2 RBTN corridor, the project must implement an on-street or off-street facility that lies within the designated corridor and follows along the directional orientation of the larger east-west or north-south running RBTN corridor. If the orientation of a bicycle facility project only runs across and along a line not consistent with that of the corridor alignment, it may only receive points for providing a direct connection to the RBTN.

Question 13 (MultiUse Trails)

How will proposed bikeway/trail projects be scored if only a portion of the project will improve a RBTN Corridor or alignment?

Answer: Projects proposed that are comprised of segments that are both on and off a RBTN Corridor (or alignment) will be scored based on the largest proportional segment of the project. If 50% or more of the project falls within and along the corridor (or along the designated RBTN alignment as shown in the on-line interactive RBTN map: <http://giswebsite.metc.state.mn.us/mcviewer/?cfg=rbtn>) the project will receive the total points corresponding to the Tier 1 and Tier 2 point assignments. If more than 50% of the project is outside the RBTN corridor (or is off the designated RBTN alignment) the project will receive the corresponding total points for providing a “direct connection to the RBTN.” If a project consists of improvements that improve both Tier 1 and Tier 2 corridors or alignments (and more than 50% of the total project length is along the Tier 1/Tier 2 corridor or alignment overall), the points awarded will correspond to the Tier level having the higher proportional length included in the project.