

Fargo - Moorhead Metropolitan Council of Governments
(Metro COG)

Transportation Alternatives (TA) Program

Application Instructions
For Federal Fiscal Years 2024 and 2025
Urban Projects (North Dakota)

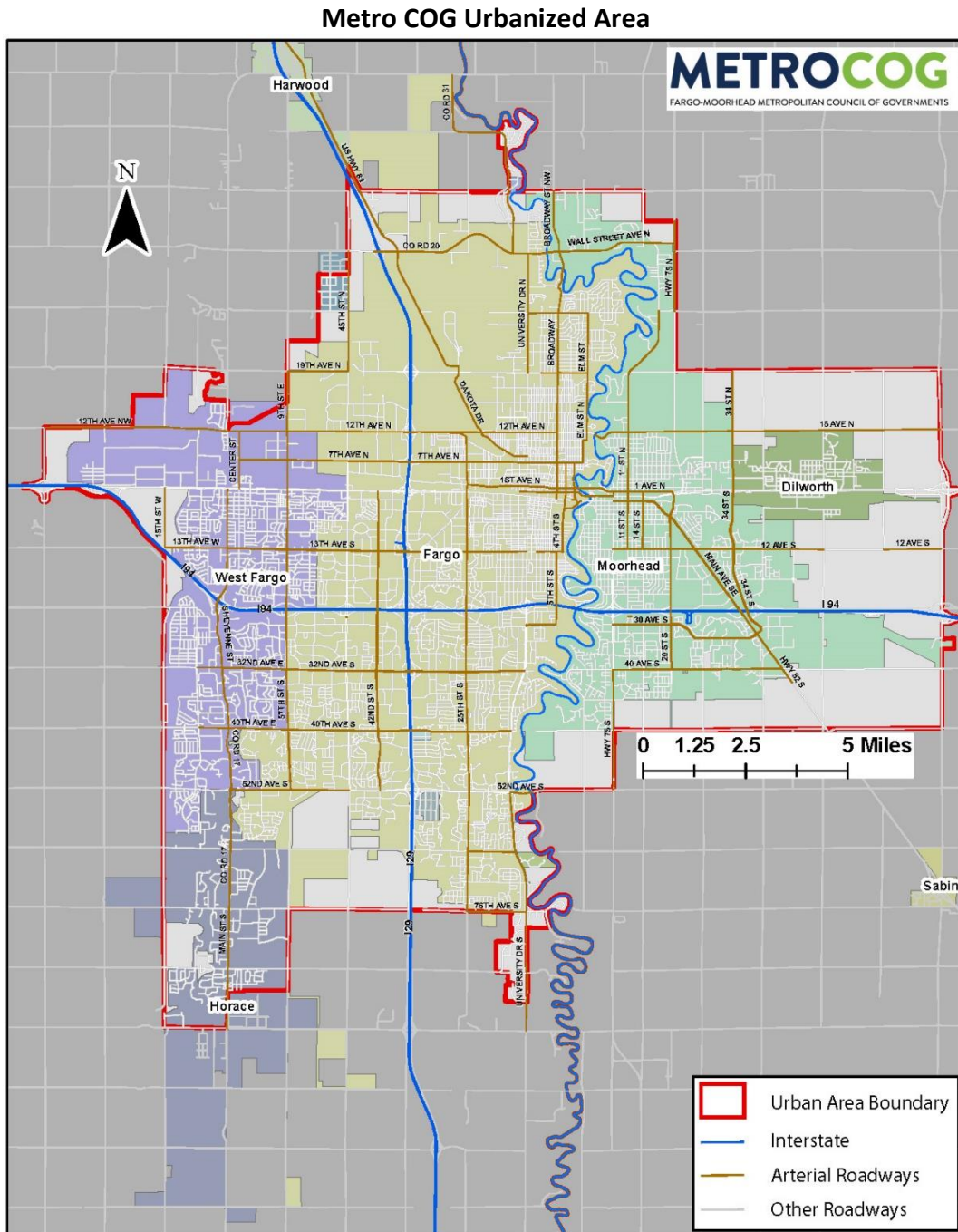
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Transportation Alternatives (TA) Program Application Instruction

These TA application instructions pertain to any eligible applicants located within the North Dakota portion of Metro COG's urbanized area. Please refer to the map below for Metro COG's urban area boundary. Also, a list of eligible applicants can be found on page 4.



When developing your application, please follow the same order and provide the requested information as required in these instructions. Please answer all questions. Additional information that you believe will more fully explain and support your proposed project is welcomed.

The use of colored maps and photographs is encouraged to help describe your project. Either PDF or hardcopy submittals are acceptable.

Applications must be received by Metro COG by end of day on October 31st, 2022

Completed applications can be emailed to Dan Farnsworth, Metro COG Transportation Planner, at farnsworth@fmmetrocog.org or mailed to Metro COG (Attention: Dan Farnsworth) at:

1 - 2nd Street N
Case Plaza, Suite 232
Fargo, ND 58102

This application solicitation is for projects for federal fiscal year (FY) 2024 (October 1, 2023 through September 30, 2024) and FY 2025 (October 1, 2024 through September 30, 2025). Projects must be ready for construction during the respective 2024 or 2025 construction season.

Therefore, final plans, permits, certifications, etc. need to be completed and submitted by January 1, 2024 or January 1, 2025, and will be scheduled to be bid in the spring of 2024 or 2025. Federal funds may be lost if the project cannot be bid in the spring of 2024 or 2025.

Metro COG welcomes all inquiries. If you have any questions about the TA Program or application process, please contact Dan Farnsworth at farnsworth@fmmetrocog.org or 701-532-5106.

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TA Funding

An estimated \$824,761 of federal TA funds are available for North Dakota urban projects within Metro COG's planning boundary in FY 2024 and an estimated \$844,170 in FY 2025, assuming 100 percent obligation authority is granted. Awarded applicants will be funded up to 80% of the project cost. There is no limit to the request amount, however requested TA funds shall not exceed the amounts available for the fiscal year (i.e. \$824,761 for FY 2024).

If an application exceeds \$500,000 in requested TA funds, applicants are encouraged to phase their project whenever possible. This would allow more flexibility in allocating funds and alleviate the burden of local matching funds should multiple high-cost projects be selected.

It is important to note that costs incurred prior to FHWA project approval are not eligible for reimbursement. TA funds eligible for reimbursement include project construction costs only.

Ineligible costs include: all planning, public engagement, preliminary engineering, construction engineering, environmental impact mitigation, right of way acquisition, utilities, and those construction items that are not eligible for federal aid.

Eligible Projects

Eligible Transportation Alternatives projects include the following:

- **Bicycle & Pedestrian Projects:**
 - Construction of on-street and off-street bicycle and pedestrian facilities
 - Construction of Safe Routes to School projects
 - Construction of projects for non-drivers, including children, older adults, and individuals with disabilities
 - Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation uses
 - Traffic calming and speed reduction improvements
 - Pedestrian and bicycle crossing improvements
 - Secure bicycle parking facilities
 - Traffic diversion improvements in the vicinity of schools
 - Turnouts, overlooks, and viewing areas
- **Scenic and Environmental Projects:**
 - Vegetation management practices in transportation rights-of-way
 - Archaeological activities relating to impacts from implementation of a transportation project
 - Streetscape improvements and corridor landscaping
 - Establishing living snow fences
 - Control and removal of outdoor advertising
 - Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
- **Historic Projects:**
 - Historic preservation and rehabilitation of operating historic transportation facilities

Eligible Projects Applicants

- City and county governments
- Transit agencies
- Natural resource and public land agencies
- School districts, local education agencies, or schools
- Tribal governments
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails

Nonprofit Organizations

A nonprofit organization must partner with an eligible project applicant. The eligible project applicant would submit the application and be responsible for the project if it is awarded funds.

Eligible Projects Sponsors

Applications must be submitted to Metro COG through one of the following entities:

- Cities
- Board of County Commissioners
- Tribal Governments
- Transit Agencies
- Federal and State Agencies

Note: Unlike past TA solicitations, a city under 5,000 no longer is required to partner with their respective Board of County Commissioners.

All other eligible applicants including school districts and park districts need to partner with their respective city or county.

Project Scoring & Ranking

A key factor in TA project selection is the scoring matrix which Metro COG uses in cooperation with the Metropolitan Bicycle & Pedestrian Committee. For reference, the scoring matrix can be found at the end of these application instructions.

Once the submitted projects have been scored, the projects are then ranked. The intent is that the top ranked project(s) will be awarded funding. However, awarded funding amounts may depend on requested funding for the top ranked projects and the exact funding availability for the fiscal year.

APPLICATION INSTRUCTIONS

1. Project Name

Provide the name of your project. This name will be used to identify the project; it should reflect the project scope or purpose.

2. Project Location

Fully describe the location of your project. Include a map showing the location and length of your project.

3. Project Contact

Name of the group or agency requesting the TA project.

4. Contact Person

Provide the name, address, telephone number, and e-mail address of the person who is directing this project.

5. Project Sponsor

Provide the name of the governmental agency sponsoring the project. Your project must be sponsored by:

- City
- Board of County Commissioners
- Tribal Government
- Transit Agencies
- Federal and State Agencies

All other eligible applicants including school districts and park districts need to partner with their respective city or county.

6. Sponsoring Official

Provide the name, address, telephone number, and e-mail address of the contact person at the governmental agency sponsoring the project. ***Please note that a city under 5,000 no longer is required to partner with their respective Board of County Commissioners.***

7. Project Description

Fully describe your project. This should include, but is not necessarily limited to, a description of what is planned by including typical sections, site plans, drawings, sketches, right of way requirements, length of project, etc. If your project is in phases, please describe the phases and which phase you are requesting for TA funding.

8. Project Cost

Enter the estimated cost of your project. A detailed copy of the estimate should be provided. A maximum of 80% of eligible costs can be funded with federal aid TA funds.

Eligible costs include: Project construction costs.

Ineligible costs include: All planning, preliminary engineering, construction engineering, environmental impact mitigation, right of way acquisition, utilities, and those construction items that are not eligible for federal aid. Also, ineligible would be any construction costs incurred before the project has been approved by FHWA for funding.

The cost estimate is very important! If your project receives funding, the amount received will be based on your cost estimate. If costs exceed the estimate, the sponsor will be responsible for covering the additional costs.

9. What TA category best fits your project?

Identify the category and type of project you believe best fits your project. To be eligible for Transportation Alternatives funding, your project must fit into one of these categories and must relate to surface transportation.

- A. Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized 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.
- B. Construction of infrastructure related projects that will substantially improve the ability of students to walk and bicycle to school.
- C. 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.
- D. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
- E. Construction of turnouts, overlooks, and viewing areas.
- F. Community improvement activities, including:
 - historic preservation and rehabilitation of historic transportation facilities that are continuing to, or upon rehabilitation, function for their intended transportation purpose.
 - vegetation management practices in transportation rights of way to improve roadway safety, prevent against invasive species, and provide erosion control;
 - archaeological activities relating to impacts from implementation of a transportation project; and
- G. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in 23 U.S.C. 133(b)(11), 328(a), and 329; or
 - reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

10. Supporting Data

Answers to the following will help the reviewers obtain a better understanding of your project. Additional information you believe that will more fully explain and support your proposed project or activity is welcomed.

- Is your project part of an identified recreation or transportation plan? If so, explain.
- Is your project tied to another project? If so, please explain.
- How does your project fit with similar projects in your community and/or region?
- Provide documentation of governmental agencies that are in support of this project. Also, please provide documentation of support, if any, from the general public, other groups, and organizations.

11. Public Accessibility

To be eligible for consideration, **this property must be accessible to the public**. Provide the name of the entity that will be the owner of this project when it is completed.

12. Matching Funds Provided By

TA funds require matching monies. The ratio is 80% federal and 20% local. Identify who will provide the matching funds and how these funds are to be obtained. The project sponsor must assure Metro COG that the matching funds will be available and from nonfederal sources unless the applicant is a Federal or Tribal entity.

13. Will Right of Way For This Project Be Needed?

Will additional right of way be needed for your project? If so, its acquisition will have to be in accordance with federal regulations. Right of way acquisition costs are not eligible for federal aid. Does the project intersect any railroads? If yes, there may need to be agreements for any proposed crossing improvements or for work to be authorized inside the railroad right of way.

14. Maintenance of This Project Will Be Provided By:

The sponsor is responsible for providing or making arrangements for maintenance of the project. Provide the name of the person, agency, or group that will maintain this project after its completion.

15. Environmental Impacts

Impacts of projects can be both beneficial and adverse. The following is a list of some categories that must be addressed. If there are additional categories that you feel need to be addressed, please add them. **If your project is selected, you will be responsible to obtain necessary environmental clearances and permits.**

- Land Use - Describe changes or potential changes this project will have upon land use in the vicinity.
- Farmland - If any farmlands are to be used for this project, identify what their present usage is.

- Social - Describe the project's impact upon the neighborhood and community.
- Section 4(f) & 6(f) - Are there any impacts to Section 4(f) or Section 6(f) properties?
- Economic - Describe the project's economic impact.
- Relocation - Will this project require the displacement of any people or businesses?
- Wetlands - Will this project result in fill material being placed in any wetlands?
- Floodplain - Is this project within a floodplain?
- Threatened or Endangered Species - Are there any threatened or endangered species in the project vicinity?
- Cultural Resources - Are there any properties on or eligible to be on the National Register of Historic Places in the project vicinity?
- Hazardous Waste - Are there any hazardous waste sites in the area?

16. Required Signatures and Dates

Contact Person - This is the person identified in item 4 who will be responsible for the management and implementation of your proposed project.

Responsible Official - This is the person identified in item 6.

MPO Official - The MPO Director must sign the application.

17. Attachments