



**Tribal Engagement and
Technical Assistance**



Tribal Transportation Funding Sources

Presented by

National Indian Justice Center, Inc.



Our Mission

Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

Safety and Health

Provide a safe transportation system for workers and users, and promote health through active transportation and reduced pollution in communities.

Stewardship and Efficiency

Money counts. Responsibly manage California's transportation-related assets.

Sustainability, Livability and Economy

Make long-lasting, smart mobility decisions that improve the environment, support a vibrant economy, and build communities, not sprawl.

System Performance

Utilize leadership, collaboration and strategic partnerships to develop an integrated transportation system that provides reliable and accessible mobility for travelers.

Organizational Excellence

Be a national leader in delivering quality service through excellent employee performance, public communication, and accountability.

Our Vision

A performance-driven, transparent and accountable organization that values its people, resources and partners, and meets new challenges through leadership, innovation and teamwork.

Integrity

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Commitment

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Teamwork

n

Innovation

ACKNOWLEDGEMENTS

This training manual was prepared by the National Indian Justice Center, Inc. (NIJC), an Indian owned and operated non-profit corporation with principal offices in Santa Rosa, California, (707) 579-5507. NIJC was created through the combined efforts of those concerned with the improvement of the administration of justice in Indian country and the development of effective governments in Indian country. Financial support was provided by Service Request 4 issued pursuant to Agreement Number 74A098, the Tribal Engagement and Technical Assistance (TE/TA) contract, executed between Caltrans and the National Indian Justice Center (NIJC).

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TRIBAL TRANSPORTATION FUNDING SOURCES

Training Session Agenda

<i>Time(s):</i>	<i>Topic(s):</i>
9:00 a.m.—9:30 a.m.	1. Introductions and Overview of Funding Sources Available on the Tribal Transportation Funding Matrix
9:30 a.m.—10:30 a.m.	2. Discussion about Caltrans Grants: Requirements and Deadlines
10:30 a.m.—10:40 a.m.	BREAK
10:40 a.m.—11:55 a.m.	3. Examination of Successful Applications to Caltrans Grant Programs
11:55 a.m.—1:05 p.m.	LUNCH
1:05p.m.—1:55p.m.	4. Tribal Transportation Data Sources and New Opportunities
1:55 p.m.—2:05 p.m.	BREAK
2:05 p.m.—3:00p.m.	5. Overview and Use of Tribal Transportation Project Implementation Funding Matrix
3:00 p.m.. - 3:55 p.m.	6. Overview of Other Funding Opportunities, Questions and Answers
3:55 p.m. - 4:00 p.m.	7. Wrap-up & Evaluation Feedback Survey





TRIBAL TRANSPORTATION FUNDING SOURCES

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TRIBAL TRANSPORTATION FUNDING SOURCES

1. INTRODUCTION TO THIS TRAINING SESSION

The Caltrans Native American Liaison Branch has contracted the National Indian Justice Center to conduct a training on the potential various sources available to tribal governments for transportation plan development, construction of transportation infrastructure on tribal lands, and development of non-infrastructure transportation programs. Tribes rely on grant funding to develop and implement long-range transportation plans and transportation safety plans. Tribes benefit from having awareness and knowledge of funding source data and information requirements beforehand in order to be proactive and successful in their applications.

PURPOSE OF THIS TRAINING MANUAL

This training session is designed for tribal leaders, transportation planners, and other relevant personnel of tribal governments in each region. It will present information on funding sources, funding eligibility and specific information/data required for making competitive to the funding sources. Portions of the workshop, or the entire workshop, will be recorded using Readytalk for the purpose of using the recording in an online training session under the TE/TA contract at a later date, provided the recording is of good enough quality for such a purpose. This training manual will complement a live training session, Tribal Transportation Funding Sources that will be delivered in one-day workshops. The training session materials includes a companion PowerPoint presentation.

OBJECTIVES:

At the end of this training session, you will be able to:

- Understand the funding sources available on the Tribal Transportation Funding Matrix
- Learn about Caltrans Grants: Requirements and Deadlines
- Learn about successful applications to Caltrans Grant Programs
- Learn about Tribal Transportation Data Sources and New Data Opportunities
- Understand the use of the Tribal Transportation Project Implementation Funding Matrix
- Learn about other funding opportunities



CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM



FY 2019-20 Grant Application Guide

SUSTAINABLE COMMUNITIES
STRATEGIC PARTNERSHIPS



Application Deadline

November 30, 2018 at 5:00 PM

California Department of Transportation
Division of Transportation Planning

LINK TO THE COMPLETE GRANTS APPLICATION GUIDE: http://www.dot.ca.gov/hq/tpp/grant_files/FY_19-20/03_Final_5OCT18_STPGrantGuideFY2019-20.pdf

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Application Preparation

The Sustainable Transportation Planning Grant Program is highly competitive. This section provides applicants with supplemental information as well as details on required documents that must accompany an application at the time of submittal. All applicants are strongly encouraged to adhere to these requirements in order to score competitively during the application evaluation process.

Early Coordination with Primary Applicants

Sub-applicants are encouraged to work far in advance of the application deadline with the appropriate primary applicant to coordinate application development. It is also beneficial for sub-applicants to be informed of the appropriate primary applicant process and schedule, as they may differ slightly from those of Caltrans. RTPAs residing within MPO boundaries should also coordinate application development with the MPO, as it is critical to ensure that proposed studies align with the RTP/SCS for the entire MPO region and do not duplicate efforts being applied for or already awarded to the MPO.

Technical Assistance

Caltrans district staff (See Pages 59-60) is available during the application period to answer questions and help interested groups complete their applications.

For questions specific to the Grant Application Guide, applicants are also welcomed to contact the Caltrans Office of Regional Planning:

Priscilla Martinez-Velez Email: Priscilla.Martinez-Velez@dot.ca.gov Phone: (916) 651-8196
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For questions about "Planning for Housing" (See Page 14) please contact the Department of Housing and Community Development:

Paul McDougall Email: Paul.McDougall@hcd.ca.gov

Required Documents

Use the samples and checklists provided for the following required documents:

- Application (exact PDF format provided online)
- Scope of Work (Microsoft Word format)
- Project Timeline (Microsoft Excel format)
- Third Party In-Kind Valuation Plan, if applicable (Microsoft Excel format)

A map of the project area is also required to clearly identify the boundaries of the project area and to context for the project.



Additional Documents

The following documents are not required, but enhance the overall application and typically result in a more competitive application during the evaluation process:

- **Letters of Support**
 - If submitted, letters of support must be included with the application package. Letters received separate from the application package may not be considered. The letters should be addressed to the applicant. Such letters can come from community-based organizations, local governments, Native American Tribal governments, service agencies, and elected officials.
- **Graphics**
 - Clearly labeled photographs, maps, planning diagrams, land use or design illustrations, or other relevant graphic representations of the proposed project area convey existing conditions and help to further explain the need for the grant and the priority of the proposed planning project with respect to community need. Please ensure that graphics include a text description to provide context.
- **Safety Data**
 - Statistical data such as pedestrian-vehicle injuries/crashes or fatalities resulting from lack of safe infrastructure, or other road conditions that contribute to possible injuries. This information may be obtained from police reports, transit agencies, National Highway Traffic Administration or the Governor's Highway Safety Association.
- **Travel Mode Data**
 - Data on mode share, commute patterns, accessibility for low-income and disadvantaged populations, access to job centers, or other data to show the need and potential for mode shift to non-auto transportation modes.
- **Other Data**
 - As applicable, to indicate the need and potential for reducing VMT and GHG, where available.

Sustainable Communities: Tips for a Successful Grant Application

General Tips
Some sections of the grant application may seem redundant when discussing disadvantaged community engagement, overall public engagement, and stakeholder involvement. Caltrans wants applicants to go above and beyond business as usual to address the needs of disadvantaged communities and use unique methods to involve these groups in the decision making process.
Consult with your district representative for technical assistance before the application deadline.
Use the Samples and Checklists provided for the Application, Scope of Work, and Project Timeline.
Include Caltrans as an active partner in the study.
Provide letters of support and project area photographs to enhance the application.
Project Description
Concisely describe the project in less than 150 words. Explain <i>“What parties are involved, the proposed major milestones, and why the project is necessary.”</i>
Project Justification
Clearly define and explain the transportation problem or deficiency that the project will attempt to address and how the project will address the problem. Why is it critical to address the problem now? Make the case for a critical need that the project will address and support it with verifiable data, if available.
Explain how the project area or portions of the project area are a disadvantaged community. The tools in the Grant Application Guide, Pages 10-12, are intended to help applicants define a disadvantaged community. Please cite data sources, the tools used, and include a comparison to the statewide thresholds that are established in each tool.
If the applicant is a Native American Tribal Government or a rural area (outside of the urbanized areas (50,000 in population or greater) of the State, include population characteristics.
Grant Specific Objective
Demonstrate how the project fits every aspect of the Grant Specific Objective, <i>as appropriate for the applicant and project type. Some guidance is provided below; however it is not intended to be all inclusive.</i>
Planning for Housing and Housing Element Compliance
Successful Applications should include:
<i>Cities and Counties:</i> Housing Element must already be found in compliance or be adopted by the grant application deadline (November 30, 2018) and found in compliance by date the of award recommendation (~Spring 2019). 2014-2017 APRs must be submitted by the grant application deadline. See <i>Planning for Housing</i> on Page 14, for details.
All applicants should demonstrate how they integrate housing planning into their policies, programs and project or commit to coordinate housing and transportation in future policies and programs. Competitive applications will demonstrate this integration throughout the application (e.g., narrative and scope of work). See <i>Planning for Housing</i> on Page 14, for details.
<i>Examples:</i>
<i>Metropolitan Transportation Commission/Association of Bay Area Governments' One Bay Area Grant Program ties transit funding for jurisdictions to housing planning.</i>
<i>TransNet Smart Growth and TransNet Active Transportation Grant Programs require that jurisdictions receiving program funds have compliant Housing Elements and complete Annual Progress Reports to report on housing production.</i>

Community Engagement
Successful Applications should include:
Letters of support from community-based organizations or public advocacy groups to demonstrate their support or involvement in identifying the issues that the proposed project is attempting to address.
Evidence of additional public outreach measures that promote access to decision-making and program implementation for all segments of the community, including special needs populations, disadvantaged communities, and a variety of socio-economic groups (e.g. households across the income and employment spectrum, ethnically and racially diverse households). See Pages 21-22 for best practices in community engagement.
<i>Note: The applicant should increase efforts beyond basic public noticing and public hearings.</i>
Options for demonstrating additional public outreach could include, but are not limited to:
<ul style="list-style-type: none"> • Conducting targeted outreach to community groups representing special needs populations, disadvantaged communities and a variety of socio-economic groups through various methods. • Using a variety of outreach methods to optimize participation, such as creating and marketing user-friendly survey websites for public feedback, conducting surveys in multiple languages to collect input on local citizens' priorities, and carrying out meetings at accessible times and meeting locations (e.g., using community group buildings, hosting pop-up workshops at public venues, etc.).
Transportation, Land use, and Housing Integrated Planning
Successful Applications should include:
Narrative and any relevant supporting or illustrative data describing how the proposed project integrates land use and transportation, including how transportation and land use agencies or jurisdictions are actively collaborating on the project in all project phases. Competitive applications will demonstrate this integration throughout the application (e.g., narrative and scope of work). See list of examples of projects that coordinate land use and transportation on Grant Application Guide, Pages 16-18.
Letters of support from relevant local agencies that not only provide support for the project, but also confirm that the proposed project involves a coordinated approach to integrating land use and transportation in all phases of project planning and implementation.
State Priorities and/or RTP SCS promotion and alignment
Successful Applications should include:
Letters of support from local agencies that not only provide support for the project, but also confirm that the proposed project helps to implement the RTP SCS and/or State priorities.
Project Management
Scope of Work: Use Scope of Work Checklist. Identify the project area demographics, public participation, and project implementation. The Scope of Work should reflect the Grant Application.
Project Timeline: Use Project Timeline Checklist. Identify the current indirect cost rate <i>if</i> indirect costs will be sought for reimbursement. If FY 2019-20 indirect cost rates are not available, the rate will be an estimate based on the currently approved rate. The Project Timeline should reflect the Grant Application and Scope of Work.
Keep administrative project tasks below 5 percent of the grant amount requested.
Ensure the correct minimum local match amount, calculated as a percentage of the total project cost (grant plus local match), is provided. Each task and sub-task must also have the minimum local match.



Strategic Partnerships: Tips for a Successful Grant Application

General Tips
Consult with your district representative for technical assistance before the application deadline.
Use the Samples and Checklists provided for the Application, Scope of Work, and Project Timeline.
Include Caltrans as an active partner in the study.
Provide letters of support and project area photographs to enhance the application.
Project Summary
Concisely describe the project in less than 150 words. Explain <i>“What parties are involved, the proposed major milestones, and why the project is necessary.”</i>
Project Justification
Clearly define and explain the transportation problem or deficiency that the project will attempt to address. Why is it critical to address the problem now? Make the case for a critical need that the project will address and support it with verifiable data, if available.
Grant Specific Objective
Demonstrate how the project fits every aspect of the Grant Specific Objective, <i>as appropriate for the applicant and project type</i> .
Project Management
Scope of Work: Use the Scope of Work Checklist. Identify the project area demographics, public participation, and project implementation. The Scope of Work should reflect the Grant Application.
Project Timeline: Use the Project Timeline Checklist. Identify the current indirect cost rate <i>if</i> indirect costs will be sought for reimbursement. If FY 2019-20 indirect cost rates are not available, the rate will be an estimate based on the currently approved rate. The Project Timeline should reflect the Grant Application and Scope of Work.
Keep administrative project tasks below 5 percent of the grant amount requested.
Ensure the correct minimum local match amount, calculated as a percentage of the total project cost (grant plus local match), is provided. Each task and sub-task must also have the minimum local match.



Application Submittal Instructions

All grant application packages are required to be submitted via e-mail. An agency may only submit one application package per e-mail. The Caltrans district contact must be copied (refer to the District Contact List on Pages 59-60) and the subject line needs to identify the district number, grant program, and *brief* project title (e.g., D1, SC, City of Can Do Planning Project). The required items outlined on the Grant Application Checklist on Page 34 must be attached to the e-mail as separate documents. Applicants will receive an email reply by 5 PM on Monday, December 3, 2018, to confirm receipt of applications submitted.

Please submit your application package to: Regional.Planning.Grants@dot.ca.gov

**APPLICATIONS MUST BE SUBMITTED VIA E-MAIL NO LATER THAN
FRIDAY, NOVEMBER 30, 2018
BY 5:00 PM**

**HARD COPIES WILL NOT BE ACCEPTED AND
LATE APPLICATIONS WILL NOT BE REVIEWED**

The Grant Application Guide, application form, and required templates are available at the following website: <http://www.dot.ca.gov/hq/tpp/grants.html>

Caltrans anticipated award announcements: **SPRING 2019**

Download the latest version of [Adobe Reader DC](#)® to complete the application form. This version of Adobe is available free of charge.

Caltrans district staff is available during the application period to answer questions and help interested groups complete their applications. Refer to the District Contact List on Pages 59-60 for contact information.



Grant Application Checklist

The following documents are required and must be submitted via e-mail as separate attachments. Please do not combine documents into a single attachment. Please keep file names brief, as files become corrupted when the names are too long.

Refer to the Grant Application Guide for additional information and/or samples. Failure to include any of the required documents will result in a reduced application score.

Required Application Documents (Required formats/templates are provided online at: <http://www.dot.ca.gov/hq/tpp/grants.html>)

- ☐ Application (Complete and submit the PDF form in the exact format provided online at <http://www.dot.ca.gov/hq/tpp/grants.html> - **Scanned or hard copies of the application will not be accepted**)
- ☐ Application Signature Page (print, sign, and scan this page in PDF format)
- ☐ Scope of Work (Microsoft Word format) – see Pages 47-51
- ☐ Project Timeline (Microsoft Excel format) – see Pages 52-53
- ☐ Third Party In-Kind Valuation Plan (Microsoft Excel format), if applicable – see Pages 54-55
- ☐ Map of Project Area

Supplemental Information (See descriptions on Page 29):

- ☐ Graphics of Project Area (when applicable)
- ☐ Letter(s) of Support
- ☐ Data



Scope of Work Checklist

The Scope of Work is the official description of the work that is to be completed during the contract. **The Scope of Work must be consistent with the Project Timeline. Applications with missing components will be at a competitive disadvantage.** Please use this checklist to make sure your Scope of Work is complete.

The Scope of Work must:

- ☐ Use the Fiscal Year 2019-20 template provided and in Microsoft Word format
- ☐ List all tasks and sub-tasks using the same title as stated in the project timeline
- ☐ Include the activities discussed in the grant application
- ☐ Include task and sub-task numbers in accurate and proper sequencing; consistent with the project timeline
- ☐ List the responsible party for each task and subtask and ensure that it is consistent with the project timeline (i.e. applicant, sub-applicant, or consultant)
- ☐ Include a thorough Introduction to describe relevant background, related planning efforts, the project and project area demographics, including a description of the disadvantaged community involved with the project, if applicable
- ☐ Include a thorough and accurate narrative description of each task and sub-task
- ☐ Include a task for a kick-off meeting with Caltrans at the start of the grant
- ☐ Include a task for procurement of consultants, if consultants are needed
- ☐ Include a task for invoicing
- ☐ Include a task for quarterly reporting to Caltrans
- ☐ Include detailed public participation and services to diverse communities
- ☐ Include project implementation/next steps
- ☐ List the project deliverable for each task in a table following each task and ensure that it is consistent with the project timeline
- ☐ EXCLUDE environmental, complex design, engineering work, and other ineligible activities

Sample Scope of Work

City of Can Do Complete Street Plan

The City of Can Do (City) Complete Street Plan will provide a conceptual multi-modal planning foundation for the City's downtown main street corridor. The Plan will be used to evaluate how different complete street features enhance or detract from the vision of the community. The city intends to gather public input through interactive community workshops which will be the driving factor of the planning process. The City Complete Street Plan will contain conceptual design only. It is the City's intent that once this plan is complete, it will lead to implementation and development.

The scope of work shown below reflects the anticipated process and deliverables for the City's Complete Street Plan.

RESPONSIBLE PARTIES

The City, with the assistance of a consulting firm, will perform this work. The City has not yet selected a consulting firm and the proper procurement procedures will be used through a competitive RFP process. City staff anticipates these figures will not differ substantially and will not exceed the grant request amount.

OVERALL PROJECT OBJECTIVES

- Reduce street crown and replace surface with enhanced and/or porous street pavers
- Widen sidewalk and include fully accessible ramp improvements at intersections
- Add and improve bikeways
- Improve bike and pedestrian connectivity for residents of nearby apartments and homes
- Install street trees with grates and tree grates for existing trees that can be preserved
- Install pedestrian-scale street lighting at intersections
- Install street furniture and other design features
- Apply "green street" concepts, such as storm water planter boxes and porous pavement where possible
- Include conceptual designs for underground utilities
- Include conceptual designs to improve drainage conveyance

1. Project Initiation

Task 1.1: Project Kick-off Meeting

- The City will hold a kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. Meeting summary will be documented.
- Responsible Party: The City

Task 1.2: Staff Coordination

- Monthly face-to-face project team meetings with consultants to ensure good communication on upcoming tasks and to make sure the project remains on time and within budget. Caltrans staff will be invited to the project team meetings.
- Responsible Party: The City

Task 1.3: RFP for Consultant Services

- Complete an RFP process for selection of a consultant using the proper procurement procedures.
- Responsible Party: The City

Task 1.4: Identify Existing Conditions

- Gather existing conditions and background data by identifying opportunities and constraints as well as standards that should be used to guide preparation of the plan such as existing and planned land uses, population characteristics, and travel projections within the City.
- Inventory and evaluate existing bicycle and pedestrian facilities and nearby apartments and homes.
- Responsible Party: Consultant

<i>Task</i>	<i>Deliverable</i>
1.1	Meeting Notes
1.2	Monthly Meetings Notes
1.3	Copy of Procurement Procedures and Executed Consultant Contract
1.4	Existing Conditions Report

2. Public Outreach

Note: All meetings will be publicly noticed to ensure maximum attendance. All public notices will be in English and Spanish. Spanish translators and sign language interpreters will be present at all workshops.

Task 2.1: Community Workshop #1

- Walking tour and workshop. This workshop will introduce the project to the public, define project parameters, inform the community of project opportunities and constraints, and solicit opinions from the community to shape Task 3.1, Develop Streetscape Concept.
- Responsible Party: Consultant

Task 2.2: Community Workshop #2

- An interactive workshop that will use clicker technology, modeling tools, and maps to present the streetscape design concept alternatives. Community will decide on preferred alternatives. Continue to solicit feedback from the community to shape Task 3.3, Draft Complete Street Plan.
- Responsible Party: Consultant

Task 2.3: Community Workshop #3

- Present Draft Design Concept and Report and continue to solicit feedback for public comments to shape Task 3.3, Draft Complete Street Plan and Task 3.6, Final Complete Street Plan.
- Responsible Party: Consultant

Task	Deliverable
2.1	PowerPoint Presentation, Workshop Summary, Photos
2.2	PowerPoint Presentation, Workshop Summary, Photos
2.3	PowerPoint Presentation, Workshop Summary, Photos

3. Streetscape Plan

Task 3.1: Develop Streetscape Concept

- Based on the existing conditions report and the community input from Workshop #1, a streetscape concept will be developed. Streetscape conceptual design will incorporate complete streets concepts and will include plans, sketches, and photos.
- Responsible Party: Consultant

Task 3.2: Develop Conceptual Design Concept Alternatives

- Up to three complete street conceptual design alternatives will be developed. Illustrations will be made in plan-view, as street cross sections, and as sketches. A model simulation will be developed for each alternative. The alternatives will be prepared and presented at Community Workshop #2.
- Responsible Party: Consultant

Task 3.3: Draft Complete Street Plan

- Based on the preferred design alternative chosen in Workshop #2, a draft report will be prepared. The draft report will be presented at Workshop #3 for public comment.
- Responsible Party: Consultant

Task 3.4: Identify Potential Funding Sources

- Review and identify potential funding sources for future implementation of the preferred alternative.
- Responsible Party: Consultant

Task 3.5: Joint Planning/Parking and Safety/Bicycle/Housing Advisory Commission Meeting

- Coordinate a joint session among the four commissions to review the draft report and conceptual design alternative. Solicit feedback, respond to any questions, and resolve any critical issues.
- Responsible Party: The City/Consultant



Task 3.6: Final Complete Street Plan

- Complete the final report that addresses the comments given from Workshop #3 and the Joint Commission Meeting. Four hard-copies and four electronic copies of the final report will be submitted to Caltrans. Credit of the financial contribution of the grant program will be credited on the cover of the report.
- Responsible Party: Consultant

Task 3.7: Present Plan to City Council

- Present the final Complete Street Plan at the City Council meeting. Resolve any critical issues. Action taken by City Council to Adopt/Accept/Reject final City Complete Street Plan.
- Responsible Party: The City/Consultant

Task	Deliverable
3.1	<i>Sketches, illustrations</i>
3.2	<i>Sketches, illustrations</i>
3.3	<i>Draft Report</i>
3.4	<i>Funding Source Report</i>
3.5	<i>PowerPoint Presentation, Workshop Summary, Photos</i>
3.6	<i>Final Report</i>
3.7	<i>Meeting Notes</i>

4. Fiscal Management

Task 4.1: Invoicing

- Submit complete invoice packages to Caltrans district staff based on milestone completion—at least quarterly, but no more frequently than monthly.
- Responsible Party: The City

Task 4.2: Quarterly Reports

- Submit quarterly reports to Caltrans district staff providing a summary of project progress and grant/local match expenditures.
- Responsible Party: The City

Task	Deliverable
4.1	<i>Invoice Packages</i>
4.2	<i>Quarterly Reports</i>



Project Timeline Checklist

The Project Timeline is the official documentation of the budget and time frame of the project. **The Project Timeline must be consistent with the Scope of Work and the Grant Application Cover Sheet. Applications with missing components will be at a competitive disadvantage.**

The Project Timeline must:

- ☐ Use the Fiscal Year 2019-20 template provided (do not alter the template) and submitted in Microsoft Excel format
- ☐ List all tasks and sub-tasks with the same title as stated in the scope of work
- ☐ Include task and sub-task numbers in proper sequencing, consistent with the scope of work
- ☐ Include a task for a kick-off meeting with Caltrans at the start of the grant
- ☐ Include a task for procurement of consultants, if consultants are needed
- ☐ Include a task for quarterly reporting to Caltrans
- ☐ Include a task for invoicing
- ☐ List the responsible party for each task and sub-task, and ensure that it is consistent with the scope of work (i.e. applicant, sub-applicant, or consultant)
- ☐ Complete all budget columns as appropriate: Total Cost, Grant Amount, Local Cash Match, and if applicable, Local In-Kind Match
- ☐ State a realistic total cost for each task based on the work that will be completed. Project management/administration costs should not exceed five percent of the grant amount requested
- ☐ Include a proportional spread of local match amongst each task. The match amount must be at least the minimum amount required by the grant program
- ☐ Identify the indirect cost rate if indirect costs will be reimbursed
- ☐ Include a best estimate of the amount of time needed to complete each task
- ☐ Start the timeframe at the beginning of the grant period (July 2019 for MPO/RTPAs; October 2019 for non-MPO/RTPAs)
- ☐ Extend the timeframe all the way to the end of the grant period (Project end dates differ based on applicant type and type of funds, i.e., State or federal. See Grant Application Guide, Pages 22-23, for details)
- ☐ List the deliverable for each task as stated in the scope of work

**California Department of Transportation
Sustainable Transportation Planning Grants
Fiscal Year 2019-20**

SAMPLE PROJECT TIMELINE

Project Title		City of Can Do Complete Street Plan						Grantee	The RTPA of Can Do																				
Task Number	Task Title	Responsible Party	Budget				FY 2019/20				FY 2020/21				FY 2021/22				Deliverable										
			Total Cost	Grant Amount	Local Cash Match	Local In-Kind Match	J	A	S	O	N	D	J	F	M	A	M	J		J	A	S	O	N	D	J	F	M	A
1.0	Project Initiation																												
1.1	Project Kick-off Meeting	The City	\$970	\$776	\$194	\$0																							Meeting Notes
1.2	Staff Coordination	The City	\$3,000	\$2,400	\$600	\$0																							Monthly Meeting Notes
1.3	RFP for Consultant Services	The City	\$1,500	\$1,200	\$300	\$0																							Copy of Procurement Procedures and Executed Consultant Contract
1.4	Identify Existing Conditions	Consultant	\$2,400	\$1,920	\$480	\$0																							Existing Conditions Report
2.0	Public Outreach																												
2.1	Community Workshop #1	Consultant	\$17,743	\$13,949	\$3,200	\$349																							PowerPoint Presentation, Workshop Summary, Photos
2.2	Community Workshop #2	Consultant	\$17,744	\$13,995	\$3,199	\$350																							PowerPoint Presentation, Workshop Summary, Photos
2.3	Community Workshop #3	Consultant	\$17,743	\$14,194	\$3,530	\$18																							PowerPoint Presentation, Workshop Summary, Photos
3.0	Streetscape Plan																												
3.1	Develop Streetscape Concept	Consultant	\$25,000	\$20,000	\$5,000	\$0																							Sketches, Illustrations
3.2	Develop Conceptual Design Concept Alternatives	Consultant	\$12,000	\$9,600	\$2,400	\$0																							Sketches, Illustrations
3.3	Draft Complete Street Plan	Consultant	\$18,000	\$14,400	\$3,600	\$0																							Draft report
3.4	Identify Potential Funding Sources	Consultant	\$1,500	\$1,200	\$300	\$0																							Funding Source Report
3.5	Joint Planning/Parking and Safety/Bicycle Advisory Commission Meeting	The City/ Consultant	\$2,200	\$1,760	\$440	\$0																							PowerPoint Presentation, Workshop Summary, Photos
3.6	Final Complete Street Plan	Consultant	\$7,000	\$5,600	\$1,400	\$0																							Final Report
3.7	City Council Adoption	The City/ Consultant	\$500	\$400	\$100	\$0																							Meeting Notes
4.0	Fiscal Management																												
4.1	Invoicing	The City	\$1,000	\$800	\$200	\$0																							Invoice Packages
4.2	Quarterly Reports	The City	\$1,200	\$960	\$240	\$0																							Quarterly Reports
TOTALS			\$129,954	\$103,154	\$25,193	\$717																							



Third Party In-Kind Valuation Plan Checklist

The Third Party In-Kind Valuation Plan is an itemized breakdown by task and sub-task and serves as documentation for the goods and/or services to be donated. **The Third Party In-Kind Valuation Plan must be consistent with the information provided on the Project Timeline and Grant Application Cover Sheet.**

This document is required upon grant award as a condition of grant acceptance.

The third party in-kind valuation plan must:

- ☐ Use the FY 2019-20 template provided (do not alter the format)
- ☐ Name the third party in-kind local match provider
- ☐ Describe how the third party in-kind local match will be tracked and documented for accounting purposes
- ☐ Describe the fair market value of third party in-kind contributions and how the values were determined
- ☐ Include an itemized breakdown by task and sub-task consistent with the project timeline
- ☐ Identify consistent in-kind local match amount also reflected on the grant application cover sheet

Sample Third Party In-Kind Valuation Plan

Sample
Third Party In-Kind Valuation Plan

Task	Activity	Item	Name of In-Kind Match Provider	Fair Market Value of Donation	Fair Market Value or Hourly Rate	Number of Hours	Estimated Cost	
2.1	Community Workshop #1	Donated Workshop Conference Room	CBO	The rental rate is established by CBO	\$50	4	\$200	
		Workshop Volunteer	Joe Smith, CBO	City of Can Do researched the cost for workshop facilitators and determined the average rate.	\$43	4	\$170	
2.2	Community Workshop #2	Use of Projector and Laptop	CBO	The rental rate is established by CBO	\$50	4	\$200	
		Workshop Volunteer	Joe Smith, CBO	City of Can Do researched the cost for workshop facilitators and determined the average rate.	\$43	4	\$170	
2.3	Community Workshop #3	Copies and Fliers	CBO	Average Copy Costs	\$0.35	500	\$200	
		Workshop Volunteer	Joe Smith, CBO	City of Can Do researched the cost for workshop facilitators and determined the average rate.	\$43	4	\$170	
				Total/Total Value:				\$1,110

How the Third Party In-kind match will be documented for accounting purposes:	The third party in-kind provider will submit a Statement for donated services rendered to the City of Can Do with the value of the estimated cost for each task noted.
---	--



Local Resolution Checklist (Not Applicable to MPO/RTPAs)

A Local Resolution is NOT required at the grant application stage; however, it is required upon award, as a condition of grant acceptance.

The Local Resolution must:

- ☐ State the title of the project ①
- ☐ State the job title of the person authorized to enter into a contract with Caltrans on behalf of the applicant ②
- ☐ NOT be more than a year old or will not be accepted ③
- ☐ Be signed by the governing board of the grant applicant ④

Sample Local Resolution

CITY OF CAN DO RESOLUTION NO. 009-2012

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF CAN DO
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE
CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR
THE CITY OF CAN DO COMPLETE STREET PLAN**

1

WHEREAS, the Board of Directors of the City of Can Do is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation;

WHEREAS, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs;

WHEREAS, the City of Can Do wishes to delegate authorization to execute these agreements and any amendments thereto;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Can Do, authorize the Executive Director, or designee, to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation.

2

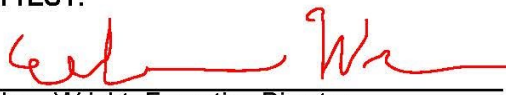
APPROVED AND PASSED this 4th day of January, 2018.

3

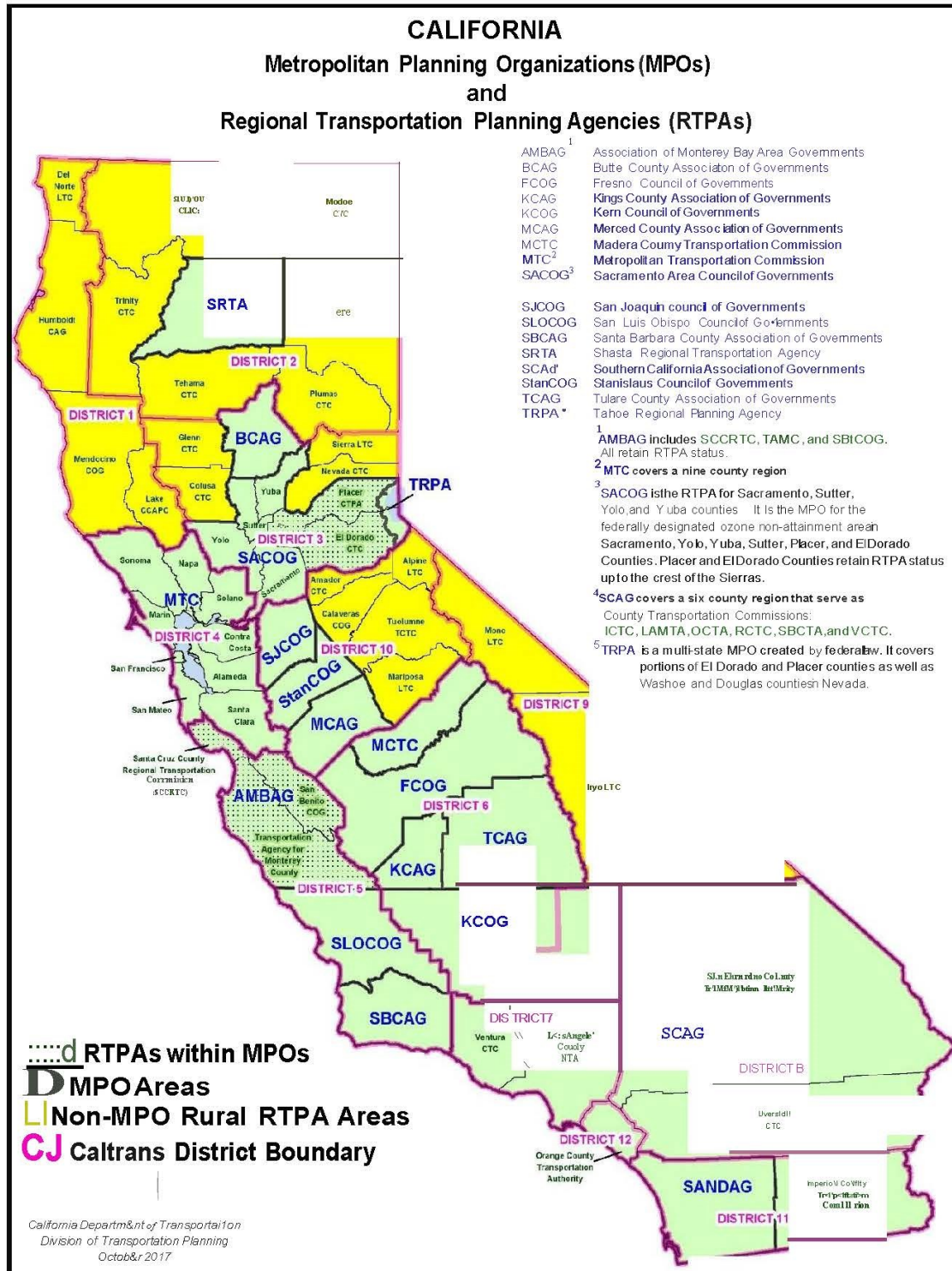
4


John Doe, Chair

ATTEST:


Eileen Wright, Executive Director

Caltrans District and Regional Agency Boundaries Map



Caltrans Sustainable Transportation Planning Grants District Contact List

DISTRICT	CONTACT	MPO/RTPA
DISTRICT 1 1656 Union Street P.O. Box 3700 Eureka, CA 95502	Mendocino and Lake Counties Rex Jackman (707) 445-6412 Email: rex.jackman@dot.ca.gov Del Norte and Humboldt Counties Kevin Tucker (707) 441-5770 Email: kevin.tucker@dot.ca.gov	<ul style="list-style-type: none"> • Del Norte LTC • Humboldt CAOG • Lake CCAPC • Mendocino COG
DISTRICT 2 1657 Riverside Drive Redding, CA 96001	Kathy Grah (530) 229-0517 Email: kathy.grah@dot.ca.gov	<ul style="list-style-type: none"> • Lassen CTC • Tehama CTC • Modoc LTC • Trinity CTC • Plumas CTC • Siskiyou CLTC • Shasta RTA
DISTRICT 3 703 B Street Marysville, CA 95901	Sacramento and Yolo Counties Alex Fong (530) 634-7616 Email: alexander.fong@dot.ca.gov Butte, Colusa, Glenn, Sierra, Sutter, and Yuba Counties Susan Zanchi (530) 741-4199 Email: susan.zanchi@dot.ca.gov El Dorado, Nevada, Placer, Tahoe Basin Kevin Yount (530) 741-4286 Email: kevin.yount@dot.ca.gov	<ul style="list-style-type: none"> • Butte CAG • Sierra LTC • Colusa CTC • Glenn CTC • El Dorado CTC • Nevada CTC • Placer CTPA • Sacramento Area COG • Tahoe MPO
DISTRICT 4 111 Grand Avenue P.O. Box 23660 Oakland, CA 94623-0660	Becky Frank (510) 286-5536 Email: becky.frank@dot.ca.gov Blesilda Gebreyesus (510) 286-5575 Email: blesilda.gebreyesus@dot.ca.gov	<ul style="list-style-type: none"> • Metropolitan Transportation Commission
DISTRICT 5 50 Higuera Street San Luis Obispo, CA 93401-5415	Hana Mengsteab (805) 549-3130 Email: hana.mengsteab@dot.ca.gov	<ul style="list-style-type: none"> • Monterey TAMC • Santa Cruz CCRTC • San Benito COG • Association of Monterey County Bay Area Governments • Santa Barbara CAG • San Luis Obispo COG

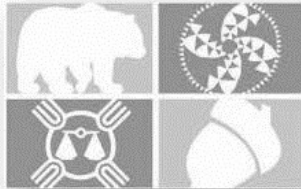
Caltrans Sustainable Transportation Planning Grants District Contact List

DISTRICT	CONTACT	MPO/RTPA
DISTRICT 6 1352 W. Olive Avenue P.O. Box 12616 Fresno, CA 93778-2616	Lorena Mendibles (559) 445-5421 Email: lorena.mendibles@dot.ca.gov	<ul style="list-style-type: none"> Fresno COG Tulare CAG Kern COG Kings CAG Madera CTC
DISTRICT 7 100 S. Main Street Los Angeles, CA 90012	Melanie Bradford (213) 897-9446 Email: melanie.bradford@dot.ca.gov	<ul style="list-style-type: none"> Southern California Association of Governments
DISTRICT 8 464 W. 4 th Street Mail Station 722 San Bernardino, CA 92401	Rebecca Forbes (909) 388-7139 Email: rebecca.forbes@dot.ca.gov	<ul style="list-style-type: none"> Southern California Association of Governments
DISTRICT 9 500 S. Main Street Bishop, CA 93514	Mark Heckman (760) 872-1398 Email: mark.heckman@dot.ca.gov	<ul style="list-style-type: none"> Inyo LTC Mono LTC Eastern Kern (COG)
DISTRICT 10 1976 E. Dr. Martin Luther King Boulevard P.O. Box 2048 Stockton, CA 95201	Mountain Counties Gregoria Ponce (209) 948-7325 Email: gregoria.ponce@dot.ca.gov Merced, San Joaquin, Stanislaus Counties Tom Dumas (209) 941-1921 Email: tom.dumas@dot.ca.gov	<ul style="list-style-type: none"> Alpine County LTC Amador CTC Calaveras COG Mariposa LTC Merced CAG Tuolumne CTC San Joaquin COG Stanislaus COG
DISTRICT 11 4050 Taylor Street Mail Station 240 San Diego, CA 92110	San Diego County Barby Valentine (619) 688-6003 Email: barbara.valentine@dot.ca.gov Imperial County Beth Landrum (619) 403-3217 Email: beth.landrum@dot.ca.gov	<ul style="list-style-type: none"> San Diego Association of Governments Southern California Association of Governments
DISTRICT 12 1750 E. 4 th Street Santa Ana, CA 92705	Marlon Regisford (657) 328-6288 Email: marlon.regisford@dot.ca.gov Cole Iwamasa (657) 328-6540 Email: cole.iwamasa@dot.ca.gov	<ul style="list-style-type: none"> Southern California Association of Governments



Application to Active Transportation in CA Tribal Communities Project

LINK: <https://www.surveymonkey.com/r/ATNA-app>



Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

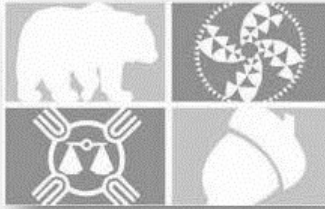
Is your tribal community interested in participating in the Active Transportation Needs Assessment Project?

The active transportation assessment process involves an on-site community stakeholder meeting and field analysis by technical experts that focus on the current and projected needs of pedestrians and bicyclists. Analysis of connections to transit facilities may also be considered, where applicable. The assessment process will result in a report that participating Tribes may use for transportation planning purposes and in grant funding proposals.

To apply for this program, please complete the survey questions. Answers to this survey will be used to assess each Tribal applicant's need, capability of completing the assessment process, and readiness to use the analysis provided.

If you have questions, please contact Joan Harper for assistance at (707) 579-5507 or by email at joanharper@nijc.org.

To apply for this program, click on "Next" button.



Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

1. Designated point of contact:

Name	<input type="text"/>
Job Title	<input type="text"/>
Name of Tribe applying	<input type="text"/>
Mailing Address	<input type="text"/>
City or town	<input type="text"/>
State	<input type="text" value="-- select state --"/>
ZIP Code	<input type="text"/>
Physical location of office if different from mailing address.	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>



2. Has the Tribe completed a Transportation Needs Assessment or a Transportation Safety Assessment (T2SA)?

- ☐ Yes (Provide name and date of the most recent transportation assessment in the box below).
- ☐ No.
- ☐ N/A (Not Applicable).

In the box below, please specify name and date of the most recent assessment.

3. Has the Tribe adopted any of the following transportation-related plans or studies?

Check all that apply.

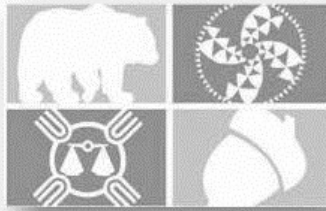
- ☐ long-range transportation plan.
- ☐ Land use or community plan with a transportation safety component.
- ☐ Transportation improvement or infrastructure plan.
- ☐ Plan or study that addresses bicycling, pedestrian access, or transit stop safety issues. (Please provide details about any existing plan/study or the expected date of completion, technical assistance needed, agency that is funding the project, and who is completing the work).
- ☐ Another type of transportation-related plan. (Please describe the type of plan in the box below.)
- ☐ N/A (Not Applicable).

In the box below, please provide the additional information requested for each of the answer boxes checked above.

4. Does the Tribe have a Transportation Safety Plan?

- ☐ Yes. (In the box below, please provide the name and date of the most recent tribal transportation safety plan).
- ☐ No.
- ☐ The Tribe is currently engaged in developing or updating a tribal transportation safety plan.
- ☐ Not Applicable.

In the box, provide the name and date for the most recent tribal transportation safety plan.



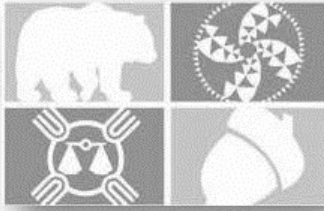
Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

5. Please tell us what kind of information/training would help the Tribe to develop a transportation safety plan?

	Yes	No
Introductory overview about the tribal transportation safety planning program.	<input type="radio"/>	<input type="radio"/>
How to apply for a safety planning grant.	<input type="radio"/>	<input type="radio"/>
How to complete a transportation safety plan.	<input type="radio"/>	<input type="radio"/>
How to <i>access</i> roadway crash and injury data.	<input type="radio"/>	<input type="radio"/>
How to <i>analyze</i> roadway crash and injury data.	<input type="radio"/>	<input type="radio"/>
Other (please specify what is needed in the box below).	<input type="radio"/>	<input type="radio"/>

In the box below, please tell us about any information/training that would help the Tribe to complete a transportation safety plan.



Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

6. Please indicate the Tribe's informational or training needs for the topics listed. Check all that apply.

- ☐ An overview of the tribal transportation program or process.
- ☐ Applying for a State transportation grant.
- ☐ Applying for a Federal transportation grant.
- ☐ Developing/updating a tribal long-range transportation plan.
- ☐ Developing/updating a tribal transportation improvement plan.
- ☐ Accessing roadway crash or injury data.
- ☐ Analyzing roadway crash or injury data.
- ☐ Collecting roadway crash or injury data.
- ☐ Working with the National Tribal Transportation Facilities Inventory program.
- ☐ Transportation-related environmental review processes.
- ☐ Other (please describe needs in the box below).

In the box below, tell us about any other transportation informational, technical assistance, or training needs. Please be as specific as possible.

7. In the box below, please describe any bicycling, pedestrian (e.g.: pathway, access, safe routes to schools), or transit stop safety issues that you would like an active transportation safety assessment to address.

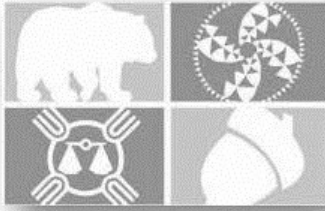


8. Please tell us about the Tribe's ability to support an on-site assessment.

Check all that apply.

- ☐ Tribe has a liaison who will act as a contact person for stakeholders, assist in reserving meeting room space and identifying field study locations, and will review a draft document.
- ☐ Tribe has access to or can provide an on-site or nearby room to conduct the stakeholder meeting. Please provide information about the cost for use of the meeting room in the comment box below.
- ☐ Tribe can offer other services that will facilitate the assessment process. (Please provide details in the box below).

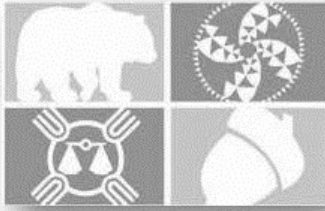
In the box below, please provide any additional information that you would like us to consider.



Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

9. Please tell us about any ideas or concerns that you have about the assessment process regarding staffing availability, seasonal weather conditions that may be a factor in determining the timing of an assessment (snow/floods/extreme cold or heat), and other information that may affect completion of the assessment meeting, field study, or draft document review.



Active Transportation Needs Assessment Application for California Indian Tribes

2019 Tribal Active Transportation Needs Assessment Application

Thank you for taking the time to answer the questions!

If you need additional information, please contact Joan Harper at joanharper@nijc.org, or by phone at 707 579 5507, or follow the website link for this project at:

<http://nijc.org/Active-Transportation-Assessments-California-Tribes-Project.html>

To retain the contact information above, please print this page now.

To submit the application, click the "Done" button below.

[illegible]



TETA Feedback Survey

Link: https://www.surveymonkey.com/r/TETA_Feedback_Survey



Caltrans Workshop Feedback Survey

Tribal Transportation Funding Workshops

Thank you for attending a Tribal Transportation Funding Workshop session provided by the National Indian Justice Center (NIJC) pursuant to Agreement Number 74A098, the Tribal Engagement and Technical Assistance (TE/TA) agreement between Caltrans and NIJC.

Please fill out the following survey to let us know how we can improve our training sessions.

1. Date of Training:

Date / Time

MM/DD/YYYY	hh	mm	-	▲▼
------------	----	----	---	----

2. Training

Training Session Name:

Trainer 1:

Trainer 2:

Trainer 3:

Length:

Location:

DEMOGRAPHICS

3. What is the first letter of your last name?

4. What is the first letter of your first name?

5. What is the two-digit month you were born? (For example, if you were born in January, input 01)



6. What is your gender?

- ☐ Male
- ☐ Female
- ☐ Non-binary/third gender
- ☐ Prefer not to say
- ☐ Prefer to self-describe

7. Which region did you attend the training in?

- ☐ Northern California
- ☐ Central California
- ☐ Southern California

EVALUATION OF TRAINING

8. Please rate the following elements of the training:

	Excellent	Good	Fair	Poor	No comment
Trainer's presentation:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainer's knowledge of the materials:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training materials:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. Did the trainer(s) made effective use of the following presentation styles to illustrate the key points of the training?

	Yes	No	N/A
Lecture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Facilitated Discussion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Small-Group Breakouts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Role Plays	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Case Examples	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technology (videos, PowerPoint, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Handouts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)



10. OPEN-ENDED QUESTIONS

How can we improve this training?

Are there any topics that you would like to have training on in the future?

Do you have any additional comments?

11. Please rate the pre-registration process.

- ☐ Easy
- ☐ Neutral
- ☐ Difficult

12. Answer the following questions (1-6), if you attended the training session on-site.

For each question, please answer on a scale of 1 = strongly disagree to 5 = strongly agree.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Staff was courteous, efficient, and professional	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff was knowledgeable and offered assistance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff delivered services on time and as promised	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The location was convenient and easy to find.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The meeting room and training facility were clean, adequate, and comfortable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



13. Answer the following questions (1-3), if you attended the training session online.

For each question, please answer on a scale of 1 = strongly disagree to 5 = strongly agree.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Staff was courteous, efficient, and professional	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff was knowledgeable and offered assistance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technical support was provided, if needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Overall, how would you rate your online experience?

- ☐ Poor
- ☐ Fair
- ☐ Good
- ☐ Very Good
- ☐ Excellent
- ☐ Not applicable
- ☐ Other (please specify)

15. Did you experience any technical problems?

- ☐ None – my microphone and speakers worked fine
- ☐ Problem with my microphone (I could not be heard)
- ☐ Problem with my speakers (I could not hear the presentation)
- ☐ Display problem – quality of images
- ☐ Display problem – could not see the presentation
- ☐ Other (please specify)

Thank you for completing our survey. Your feedback is greatly appreciated!



OTHER RESOURCES LIST



- ❑ **Federal Highway Administration (FHWA), U.S. Department of Transportation (DOT), Notice of Funding Opportunity (NOFO)**
 - ❑ <https://flh.fhwa.dot.gov/programs/ttp/safety/documents/ttp-safety-fy19-nofo.pdf>
- ❑ **Building A Funding Matrix**
 - ❑ <http://www.whangareicbc.org/wp-content/uploads/2018/02/Building-a-grant-decision-matrix.pdf>
- ❑ **2019 Active Transportation Plan Scoring Rubric**
 - ❑ http://www.catc.ca.gov/programs/atp/2019/docs/Cycle_4_ATP_Scoring_Rubric_Plan.pdf
- ❑ **The CPBST Quartz Valley Recommendations Report**
 - ❑ https://californiawalks.org/wp-content/uploads/2018/07/18-0728_CPBST-Quartz-Valley-Recommendations-Report.pdf
- ❑ **FHWASA 20 Countermeasures Report**
 - ❑ <https://safety.fhwa.dot.gov/provencountermeasures/fhwasa18029/fhwasa18029.pdf>
- ❑ **Rural Evaluation Brief: Promising Practices for Increasing Access to Transportation in Rural Communities**
 - ❑ http://www.norc.org/PDFs/Walsh%20Center/Rural%20Evaluation%20Briefs/Rural%20Evaluation%20Brief_April2018.pdf

LCTOP and TIRCP RESOURCES

Federal grant Program Fact Sheets

- ❑ 5310- https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/funding/grants/37971/5310-enhanced-mobility-seniors-and-individuals-disabilities-fact-sheet_1.pdf
- ❑ 5311- <https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/funding/grants/40621/5311-rural-program-fact-sheet-fast.pdf>
- ❑ 5339- <https://www.transit.dot.gov/sites/fta.dot.gov/files/5339%20Bus%20and%20Bus%20Facilities%20Fact%20Sheet.pdf>
- ❑ 5307- https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/funding/grants/37961/fast-act-section-5307-fact-sheet_0.pdf



State Grant Programs

- LCTOP- <https://dot.ca.gov/programs/rail-and-mass-transportation/low-carbon-transit-operations-program-lctop>
- TIRCP- <https://dot.ca.gov/programs/rail-and-mass-transportation/transit-and-intercity-rail-capital-program>
- PTMISEA- <https://dot.ca.gov/programs/rail-and-mass-transportation/public-transportation-modernization-improvement-and-service-enhancement-account-ptmisea>
- SGR/STA- <https://dot.ca.gov/programs/rail-and-mass-transportation/state-transit-assistance-state-of-good-repair> ; <https://dot.ca.gov/-/media/dot-media/programs/rail-mass-transportation/documents/sgr/201907-sgr-formal-draft-guidelines-a11y.pdf>

Active Transportation Resource Center (ATRC)

- Active Transportation Program grant to the California Department of Transportation (Caltrans)
<http://caatpresources.org/>

Safe Routes Partnership

- ATP Cycle 5 Technical Assistance with the Safe Routes Partnership
<https://www.saferoutespartnership.org/california/2019/apply-now-atp-cycle-5-technical-assistance-safe-routes-partnership>
- CA ATP: Safe Routes Partnership A Step-By-Step Guide to the Application Process
https://www.saferoutespartnership.org/sites/default/files/resource_files/atp_guide_final.pdf