Applying for Federal Transportation Alternatives Set-Aside Program Funds
Welcome & Key Dates

- **November 24, 2020**: TA Set Aside Grant Application Due
- **Aug-Oct 2020**: One-on-One Meetings
  Schedule your one-on-one appointment at njdotlocalaidrc.com
- **Aug-Sept 2020**: Application Information Webinars
- **August 2020**: TA Set-Aside Solicitation Announced
AGENDA

- Overview of Federal Aid Programs
- Overview of Transportation Alternatives
- Set-Aside Program
- Review of the TA Set-Aside Application
- Q&A
- Grant Application Process
- Grant Resources, Tips & Strategies
- Q&A

Please Use Chat
NJDOT Grant Funding Opportunities

**State Funding Programs**
- County Aid
- Municipal Aid
- Local Aid Infrastructure Fund
- Bikeways
- Safe Streets to Transit
- Transit Village
- Local Bridges Fund
- Local Freight Impact Fund

**Federal Funding Programs**
- Local Lead Program
- Transportation Enhancements
- Safe Routes to School
- Emergency Relief
- Transportation Alternatives
- Local Safety/High Risk Rural Roads
4 regional NJDOT Local Aid offices

District 1
Mount Arlington, NJ

District 2
Newark, NJ

District 3
Trenton, NJ

District 4
Cherry Hill, NJ

3 Metropolitan Planning Organizations (MPO)
<table>
<thead>
<tr>
<th>Year</th>
<th># of Applications Submitted</th>
<th>Requested Amount</th>
<th># of Grants Awarded</th>
<th>Programmed Amount</th>
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</thead>
<tbody>
<tr>
<td>2016</td>
<td>133</td>
<td>$100.9 M</td>
<td>37</td>
<td>$26.1 M</td>
</tr>
<tr>
<td>2018</td>
<td>120</td>
<td>$99.8 M</td>
<td>25</td>
<td>$14.4 M</td>
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</tbody>
</table>

2020 Programmed Amount = $9.75 M
Grant Applications due:

November 24, 2020
11:59 PM
What is TA Set-Aside?

- Community-based projects
- Transportation projects (land & water)
  - Expands travel choice
  - Strengthens local economy
  - Improve quality of life
  - Protect the environment
Who is eligible to apply?

- Local Governments
- School districts or schools
- Regional Transportation Authorities
- Transit Agencies
- Natural resource or public land agencies
- Tribal Governments
- Nonprofits (with construction expertise)
- Any other local or regional governmental entity with responsibility for oversight of transportation (other than an MPO or State Agency)
What is an eligible project?

- Must relate to surface transportation
- Must be for a complete, identifiable and usable facility or activity (no partial projects that cannot usefully function on their own)
- Must meet the criteria for at least one out of 7 categories
1. Design and construction of on-road and off-road trails facilities for non-motorized transportation users

2. Conversion and use of abandoned RR corridors for trails for non-motorized transportation users

3. Construction of scenic turnouts, overlooks and viewing areas

4. Historic preservation and rehabilitation of historic transportation facilities

5. Community improvement activities e.g. streetscaping and corridor landscaping

6. Environmental mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff

7. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats

7 Eligible Categories
7 Eligible Categories

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users (include length of the proposed facility in miles)
7 Eligible Categories

2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users
7 Eligible Categories

3. Construction of scenic turnouts, overlooks and viewing areas
7 Eligible Categories

4. Historic preservation and rehabilitation of historic transportation facilities
7 Eligible Categories

5. Community improvement activities specifically streetscaping and corridor landscaping
6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff
7 Eligible Categories

7. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
What are eligible costs?

- Design
- Right-of-way acquisition
- Construction

Identify Construction Inspection Services

Project costs NOT eligible for Funding

- Administrative costs
- Miscellaneous “contingencies”
- Utility facility relocation costs
- Uniformed traffic directors unless required by design
What is NOT included in TA Set-Aside?

NOT eligible under the FAST Act:

1. Pedestrian and bicycle safety and education programs
2. Acquisition of scenic or historic easements and sites
3. Scenic or historic highway programs including tourist and welcome centers
4. Establishment of transportation museums
The Recreational Trails Program is NOT included in TA Set-Aside

Recreational Trails Program applications are accepted and managed by the New Jersey Department of Environmental Protection (NJDEP)
Selection Criteria

25 Point Rating System

Extra points

- Adopted Complete Streets (or Complete & Green Streets) Policy
- Designated Transit Village
- Opportunity Zone and/or Designated Targeted Urban Municipalities (TUMS)

Project Considerations

- Construction-ready
- Addresses equity
Equity Considerations

- Title VI of The Civil Rights Act
- Environmental Justice
- Limited English Proficiency
- Individuals with Disabilities

Census data

- Percent low-income
- Percent minority
- Less than high school education
- Linguistic isolation
- Individuals under ages 5 & Individuals under age 18
- Individuals over age 64
- Individuals with disabilities
NJ Department of Community Affairs Community Asset Map

www.nj.gov/dca/communityassetmap
Selection Criteria

- Promotes & increases the use of non-motorized (active) transportation
- Enhances safety
- Benefits quality of life, public health, and the environment
Selection Criteria

- Part of a larger transportation, land use or economic development plan
- Provides economic and/or tourism benefits
- Enhances, preserves, or protects historical resources
- Urgency. Is it possible the resource could be lost?
Welcome to the State of New Jersey System for Administering Grants Electronically (SAGE)

This is the State of New Jersey’s grant management system. This system requires authorization for access. If you do not have a username and password please click the New User link to request access to the site.

NOTE: Counties and municipalities are already established SAGE user agencies. New user access is established by your agency’s officials in DCA SAGE.

If your SAGE account is with a NJ municipal or county government agency, you should reset your password on the State DCA SAGE site.

Helpful Links
- Reset Your Password
- SAGE Help Desk and Support Services
- Search programs available through SAGE
- Request Access to SAGE
- Dept of State Applicant User Guide
TA Set-Aside Grant Application

If any of the following five requirements are **NOT** included, projects will be considered ineligible.

1. Resolutions/Letters of Support
2. Maintenance Commitment
3. Responsible Charge
4. Project must relate to surface transportation
5. Pick one of the 7 eligible activities
If any of the following five requirements are **NOT** included, projects will be considered ineligible.

### 1. Resolutions/Letters of Support

- Resolutions must be signed and passed within **ONE** year prior to the solicitation date.
- Must refer to the project
- Include letters of support from owner of public right-of-way (e.g. county).
- If project is on a state road, contact the NJDOT Bureau of Safety, Bicycle and Pedestrian Programs at **BIKEPED@dot.nj.gov**
5 Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

2. Maintenance Commitment

- Applicant must certify continual ownership and maintenance of the project.
- If applicant does not have jurisdiction over the ROW, then signed letter/resolution must be provided from that party.
- Letter/resolution must be dated within ONE year prior to the solicitation date and signed.
- Letter must be addressed to the applicant.
Sample Grant Resolution and Maintenance Commitment

[Municipality of New Jersey]
Resolution #123-45678
April 1, 2014
“Support Submission of Application for New Jersey
Department of Transportation [Safe Routes to
School or Transportation Alternatives] Program”

WHEREAS, [municipality] is applying for funding to conduct [type of project] along the school
route for [name of school] and [name of school, etc.] [or type of transportation alternatives project]
within [municipality]; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of
pedestrian and bicycle access and safety for [school children, residents, commercial district, etc.] ; and

WHEREAS, maintenance of the facility, once constructed, will be assumed by [municipality] with
the exception of (1) local ordinances that places maintenance responsibility with each individual
property owner, and (2) those crosswalks on State or County Highways;

NOW, THEREFORE BE IT RESOLVED, by the Council of [municipality] that it hereby supports the
submission of a grant application for the [Safe Routes to School Program or Transportation Alternatives
Program] within the State of New Jersey Department of Transportation and authorizes the Mayor,
Manager and the Municipal Clerk to execute any and all documents necessary and related to the
submission of said grant application or grant agreement.
If any of the following five requirements are **NOT** included, projects will be considered ineligible.

3. **Responsible Charge**
   - Provide name, title and employer of the person who will be in charge of the project
   - Must be a full-time employee
   - Cannot be a consultant
   - Is responsible for following federal requirements and day-to-day operations
If any of the following five requirements are NOT included, projects will be considered ineligible.

4. Project must relate to surface transportation

- Surface transportation includes both by land and water.
- Transport by water encompasses features such as canals, docks, piers, connecting to ferry operations, etc.
5 Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

5. Project must be one of the 7 eligible activities

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users:
   i. What group is facility meant to service -- pedestrians or bicyclists
   ii. What is the length of the proposed facility in miles

2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users

3. Construction of scenic turnouts, overlooks and viewing areas

4. Historic preservation and rehabilitation of historic transportation facilities

5. Community improvement activities specifically streetscaping and corridor landscaping

6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff

7. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
Pick one of the 7 eligible activities - However, include other applicable categories in project narrative.

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users (include length of the proposed facility in miles)
2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users
3. Construction of scenic turnouts, overlooks and viewing areas
4. Historic preservation and rehabilitation of historic transportation facilities
5. Community improvement activities specifically streetscaping and corridor landscaping
6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff
7. Reduce vehicle–caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
**TA Set-Aside Grant Application - Sections**

**Type of improvement:**

<table>
<thead>
<tr>
<th>Infrastructure/Engineering</th>
<th>Popular Project Types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bikeway</td>
<td>New bikeways, off-road bike paths, bike lanes, bike compatible roadways</td>
</tr>
<tr>
<td>Pedestrian Safety</td>
<td>Enhance pedestrian safety (new sidewalks, ADA curb ramps, traffic calming, pedestrian overpass)</td>
</tr>
<tr>
<td>Quality of Life</td>
<td>Beautification, environmental mitigation, economic development, historic preservation</td>
</tr>
</tbody>
</table>

**Project Information:**

- Project Title (100 Characters)
- County
- Municipalities
TA Set-Aside Grant Application - Sections

Applicant (Local Public Agency) Information:

- Name, address, zip, phone, email address, Federal Tax ID,
- Contact Information for: Mayor, Clerk, Municipal Engineer, County Engineer, County Executive/Freeholder, Non-profit, Government Organization

Project Proposal (character limit includes spaces):

- Provide detailed description of project (up to 4,500 characters)
- Attach maps/plans/images of the location of the project (up to 10 files)
- Project Location (from/to)

Will the project affect user modes of transportation?(Y/N)

✔ If yes, explain how it connects community or regional activity centers such as business, schools, employment, shopping, recreations, etc. and utilizes existing infrastructure to promote the use of non-automotive modes through new facilities or improvement of existing ones (up to 1000 characters).
TA Set-Aside Grant Application - Sections

Project Proposal (continued):

• Explain how the project supports community or regional benefits (quality of life, environment, links to other transportation modes, increases access to community centers) and visibility or impact on surrounding locations (1,500 characters)

• Explain if the project addresses safety and public health benefits (1,000 characters)

• Explain if the project is part of a state, regional or municipal transportation, land use or economic development plan (1,000 characters):

• Explain if the project is located in one of the following designated areas: Complete Streets, Transit Villages, Targeted Urban Municipalities (TUMS) and/or Opportunity Zones? (1,000 characters).
Project Proposal (continued):

• Explain if the project provides value as a Environmental Mitigation or Enhancement (1,000 characters)

• Explain if the project will be taking any ROW or easements from environmentally sensitive parcels (1,000 characters)

• Explain if the project is requires environmental permits or approvals (1,000 characters):

• Explain if the project has any supplemental funds (1,000 characters).
TA Set-Aside Grant Application - Sections

Schedule:

Attach a project schedule from start to finish in a table or list.

- Indicate progress milestones:
  - Easement acquisitions
  - ROW permits
  - Utility relocation
  - Environmental and historical preservation approvals
  - Bid
  - Advertise
  - Award
  - Start of construction

- Indicate by number of months from written authorization through project completion and evaluation of results
Schedule:

• Indicate who will maintain the facility.

• Does the project require utility relocation? (Y/N)
  ✓ If yes, please explain (500 characters)

• Are permits required? (Y/N)
  ✓ If yes, please explain (500 characters)

• Is the purchase of right-of-way required for construction? (Y/N)
  ✓ If yes, please explain (500 characters)

• Does the project intersect a state highway? (Y/N)
  ✓ If yes, indicate which highway(s)
  ✓ If yes, is the intersection signalized? (Y/N)
Schedule (continued):

- Is there a railroad crossing or highway ramp within the project limits? (Y/N)
  ✓ If yes, please explain (500 characters)

- Will the construction impact traffic at a railroad crossing outside of the project limits? (Y/N)
Cost Estimate:

- Identify the phase of work for the project *(check all that apply)*:
  - ✓ Design
  - ✓ Right of Way
  - ✓ Construction

- If **Construction**, attach detailed cost estimate:
  - ✓ Materials costs
  - ✓ Tasks needed to complete project
  - ✓ Include **FULL-TIME** construction inspection cost

- If **Design**, provide design engineering cost.
- If **Right of Way**, provide cost.
- Total Project Cost
- Total Amount Requested
Partnership and Public Outreach:

- Attach up to **5 letters** of support community organizations, citizens, resident groups, and any and all interested parties.

All letters of support must be addressed to the applicant, NOT the NJ Department of Transportation and signed and dated within one year of the grant solicitation date.
Federal Grant Life Cycle

1. Pre-Award Stage
   - Submit Application by deadline. No exceptions.

2. Award Stage
   - Award Notification
   - Set up kick-off meeting
   - Discuss Optional Design Assistance

3. Authorization Stage
   - Receive written authorization to proceed & spend funds

4. Implementation Stage
   - Perform Grant Requirements & Submit Reports
   - Request & receive payments

5. Closeout Stage
   - Grant closeout process
Authorization of Federal Aid Funds

- Costs incurred prior to agreement execution of funds are **NOT** eligible for reimbursement
- Funds are provided on a reimbursement basis
- NJDOT serves as the pass-through
  - Project must comply with applicable federal laws and regulations
  - Project must have adequate project delivery systems and internal financial controls to manage federal funds
  - NJDOT covers 20% match
Design Assistance Program

- Eligible for 2020 Grant Recipients
- Establishes pool of prequalified consultants
- Meets federal requirements
- Use of consultant pool is not mandatory, but encouraged

Benefits

- Shortens time and reduces costs
- Improves quality and performance
- Provides quicker review times
- Improves compliance with federal requirements
One-on-One Application Meetings

**Goal:** Provide direct assistance to applicants in developing better and stronger applications

Meetings will be held from

**August 12 - October 9, 2020**

- Schedule a meeting through njdotlocalaidrc.com
- One-on-One Meeting with NDOT District Staff and MPO Representative
- Applicant must be a representative of the Local Public Agency NOT a consultant
- Meetings will be 45 minutes
- NOT a mandatory requirement
Grant Application Tips & Strategies

Include 5 application requirements

- **Signed and dated resolutions** must be provided by ALL affected parties (town council AND school board AND county if applicable)
- Include your maintenance commitment in your resolution
- Support Letters addressed to applicant NOT to NJDOT
- Responsible Charge must be a full-time employee. Cannot be a consultant, even if they serve as the engineer of record.
- Show you are **serious** about safety for walking & bicycling

Assess your organization’s ability to administer a federal-aid project and prepare accordingly.
Grant Application Tips & Strategies

- Be thorough. Ratings are based on the content of the application.
- Don’t assume raters know the project. Application must stand on its own.
- Provide clear project limits on map. NJDOT field checks locations.
- Indicate construction readiness - status of permits, right-of-way, & utility relocations.
- Include all costs of the project, including construction inspection and indicate any additional funding sources. Ensure costs are current and comprehensive.
Grant Application Maps

Include maps that provide context, connections, & attractions

Maps should indicate:

- Project location within larger area
- Project limits (new construction)
- Attractions (bike, ped, historic landmarks, transit, etc.)

Maps don’t have to be computer generated
Grant Application Photos

Include up to **10 photos** identifying issues

Photos should add scale & context

Do not take close up photos

Use photos to tell your story

- Photo too close up
- Provide context - explain what is going on
- Show scale
- Show safety concerns
Grant Application Tips & Strategies

Don’ts

• Don’t submit a completed project
• Don’t propose a project on a county road without consulting the county
• Don’t propose something that goes against design standards. Project MUST comply with ADA
• Don’t propose a sidewalk without accompanying safe street crossings
• Don’t propose a project where residents have protested against it
Funding Opportunities

Extra point given to towns with a Complete Street policy

State Funding Programs

- County Aid
- Municipal Aid
- Local Aid Infrastructure Fund
- Bikeways
- Safe Streets to Transit
- Transit Village
- Local Bridges Fund
- Local Freight Impact Fund
Funding Opportunities

NJ Transportation Infrastructure Bank

CONSTRUCTION LOAN PROGRAM
INTEREST RATE

0.60%

07/01/2020 - 09/30/2020
on dollars drawn.

njib.gov/njtib
Bike/Pedestrian Planning Assistance

- Plans in over 100 towns
- On-call consultants for variety of projects:
  - bicycle and pedestrian circulation studies, pedestrian safety assessments, trail feasibility studies, bikeway plans, crosswalk improvement plans, etc.

For more information contact:
NJDOT Bureau of Safety, Bicycle and Pedestrian Programs at BIKEPED@dot.nj.gov
NJDOT Design Guides

1. Complete Streets Design Guide
2. Complete & Green Streets for All: Model Complete Streets Policy & Guide
3. School Zone Design Guide
4. School Bike Parking Guide
5. Planning for Greenways Guidebook

www.state.nj.us/transportation/eng/completestreets/resources
FHWA Proven Safety Countermeasures

safety.fhwa.dot.gov/provencountermeasures
Federal Highway Administration (FHWA) International Roughness Index (IRI) Requirements
Local Aid paving projects on routes designated on the Interstate System and The National Highway System (NHS) must abide by national performance management measures for IRI and the requirements of the Special Provisions for State Aid Projects.
Please see This Document summarizing the FHWA mandate on IRI testing on the Interstate System and the National Highway System.

FY 2021 Grant Solicitation – Municipal Aid, Bikeways, Safe Streets to Transit, Transit Village
The Division of Local Aid is currently accepting applications for Municipal Aid, Bikeways, Safe Streets to Transit, and Transit Village programs through SAGE.
Municipal Aid, Bikeways, Safe Streets to Transit, Transit Village Programs Deadline. July 1, 2020
FY2021 State Aid Programs Solicitation Letter

www.state.nj.us/transportation/business/localaid
NJ Transportation Management Associations

TransOptions
(973) 267-7600
info@TransOptions.org
www.TransOptions.org

goHunterdon
(908) 788-5553 ext. 15
info@gohunterdon.org
www.gohunterdon.org

RideWise
(908) 794-1011 ext. 11
staff@ridewise.org
www.ridewise.org

Greater Mercer
(609) 452-1491
tma@gmtma.org
www.gmtma.org

Hudson
(201) 324-6722
info@hudontma.org
www.hudontma.org

EZ Ride
(201) 939-4242
info@EZRide.org
www.ezride.org

Keep Middlesex Moving
(732) 745-4465
kmm@kmm.org
www.kmm.org

Cross County Connection
(856) 596-8228
CCCTMA@driveless.com
www.driveless.com
The New Jersey Safe Routes Program provides safe and equitable access to active transportation for people of all ages and abilities from all backgrounds and neighborhoods throughout the State.

The New Jersey Safe Routes Program, supported by the New Jersey Department of Transportation, is a statewide initiative with a mission to partner with schools and communities to prioritize and implement opportunities for people to walk, bike, or travel by other wheeled devices. By focusing on improvements to support active travel by youth, we believe we can create conditions that are safe, healthy, equitable, and appealing for all.

Safe Routes for All provides safe and equitable access to active transportation for people of all ages and abilities from all backgrounds and neighborhoods in New Jersey.
Applying for Federal Transportation Alternatives Set-Aside Programs Funds

Webinar Dates

Tuesday, August 11, 2020 from 10am-11:30am
Thursday, August 27, 2020 from 3pm-4:30pm
Thursday, September 17, 2020 from 10am-11:30pm
Wednesday, September 30, 2020 from 3pm-4:30pm

Register at njdotlocalaidrc.com
Key Dates Recap

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Aug-Sept 2020
Application Information Webinars

August 2020
TA Set-Aside Solicitation Announced
Q&A
Please Use Chat
Thank you for attending!

Contact:
NJDOT Local Aid Resource Center
njdotlocalaidrc.com
Telephone: (609) 649-9395
Email: DOT-LocalAID.ResourceCenter@dot.nj.gov

Contact:
NJ Safe Routes Resource Center
saferoutesnj.org
Telephone: (848) 932-7901
Email: srts@ejb.rutgers.edu

NEW JERSEY Safe Routes to School
www.saferoutesnj.org