



# TDOT Multimodal Access Fund

## 2013 Guidelines



**Applications must be received by December 20, 2013 at 4:00 PM (Central)**

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## I. Overview/Summary

Multimodal facilities play an important role in providing transportation choices for people across Tennessee. With half of all trips in the United States three miles or less, good walking, biking, and transit facilities are essential to the continued growth and success of our towns and cities. In 2013, TDOT set aside state funds in the 2013-2015 Three-Year Work Program to create a Multimodal Access Fund. This will support the transportation needs of transit users, pedestrians, and bicyclists through infrastructure projects that address existing gaps along state routes and access at transit hubs. Multimodal Access projects are funded at **95% by the state with a 5% local match**. Total project costs must not exceed \$1 million.

### A. Eligible Projects

A maximum of \$1 million (state and local funds) per project is available for scoping and design, acquisition of right-of-way and construction of projects that support multimodal connectivity. Eligible projects include, but are not limited to:

- Pedestrian crossing improvements, including signage, signalization, median pedestrian refuge islands and crosswalks
- Shoulders (a minimum of 4' wide to accommodate bicyclists)
- Sidewalks
- Bicycle lanes (on-road facility delineated with pavement markings and signs)
- Improvements that address requirements of the Americans with Disabilities Act
- Mobility paths located within the transportation corridor
- Pedestrian-scale lighting (will not rank highly as a standalone project, but eligible as a project component)
- Bus shelters and concrete pads
- Road diets or traffic calming measures that enhance bicycle and/or pedestrian safety
- Separated bicycle facilities
- Park and ride facilities for carpooling or access to transit
- Bus turnouts

Projects may be combinations of any of the above facilities and **MUST** meet ADA standards.

In order to qualify for the Multimodal Access Fund, projects **MUST** meet be located:

1. Along a state route  
**OR**
2. Within 1/4 a mile of a state route *and* provide a direct connection to a state route  
**OR**
3. Provide direct access to a transit hub (defined as a municipality's primary or secondary transit facility)

Requests may be for construction of new facilities, reconstruction of existing to meet current design standards, and rehabilitation of existing facilities. **Operating costs, rolling stock and preventative maintenance are NOT considered eligible activities.**

Projects with the following emphasis will be considered favorably:

- Facilities that provide safe traveling options for pedestrians, cyclists, and transit-users
- Demonstrate coordination with transit agencies
- Provide last mile connectivity for users of public transportation
- Increase connectivity among a mix of land uses including neighborhoods, schools, jobs, parks and public spaces, retail, etc.

**Projects that do not meet a transportation purpose are not eligible for funding.** Examples of ineligible projects include recreational trails or facilities that do not serve population centers and destinations.

## **B. Eligible Applicants**

Metropolitan Planning Organizations (MPOs) and Rural Planning Organizations (RPOs) are the only entities eligible to submit project requests. They may submit **up to two projects** on behalf of local governments within their jurisdiction. If you are a local government wishing to apply, be sure to contact your RPO or MPO Coordinator as they will likely require applications be turned in prior to the TDOT deadline of December 20<sup>th</sup>. See Attachment A for list of RPOs and MPOs in Tennessee. Please be aware that funding will be competitive and submission of projects does not guarantee those projects will be awarded funding.

A municipality or county government is the only entity eligible to receive funding since successful applicants will be required to sign a grant agreement that commits them to a five percent local match (of total project costs) and ongoing maintenance responsibility for completed projects.

## **C. Funding**

Funding awards will be capped at the amount initially awarded for a specific project. Applicants will be allowed to apply for additional funding in subsequent years of the program.

**Project Match Requirements-** The funding shares for Multimodal Access projects is 95% State and 5% Local. The local match must be a cash match and project sponsors should indicate their ability to contribute at least this much to the project. Other federal or state transportation funds may not be used as match. Funding from the Multimodal Access Program cannot be used to offset the required match for other federal programs such as Transportation Alternatives or the Surface Transportation Program, but they can be used in combination with other funding to deliver a larger project.

# **II. Project Selection**

## **A. Selection Process**

Applicants will submit requests for projects through their respective RPO or MPO. Each RPO/MPO will then select a maximum of two projects that will be submitted to TDOT for consideration of funding. The selection process will be based on the thoroughness and strength of the information provided in the project application and supporting materials, responses to the selection criteria and an assessment of project feasibility.

**B. Selection Criteria**

Once applications are received by TDOT, projects will be screened to determine if they meet minimum requirements. Minimum requirements include: a complete project application, provision of all supporting materials, and a TDOT assessment of project feasibility. Projects that meet these minimum requirements will then be evaluated by a Selection Committee according to the Evaluation Criteria listed on pages 4-5. Final project selection will be based on the evaluation criteria as well as TDOT’s interest in building a balanced grouping of projects across the state.

**C. Selection Committee**

The Selection Committee will consist of five members from TDOT representing a variety of Divisions. The Selection Committee is charged with reviewing applications and recommends projects to be funded to the Commissioner of Transportation for approval.

**D. Evaluation Criteria**

<b>Criteria</b>	<b>Guidance</b>	<b>Points</b>
Does project address location with history of bicycle and/or pedestrian crashes?	Document how this project will improve an unsafe condition and enhance pedestrian or bicyclist safety by noting, as appropriate, police reports, school reports, a road safety audit report, existing conditions, photos, etc. <i>For example, clear documentation of a bicycle or pedestrian safety issue that the project is clearly designed to alleviate would likely produce an award of 20 points. Anecdotal safety concerns without documentation will likely receive 1 or 2 points.</i>	1-20
Will the project provide enhanced connectivity to public transit and multi-modal facilities?	Show how the proposed project will link housing and/or activity centers to current and future public bus service and/or connect bicyclists or pedestrians to other transportation modes such as park and ride facilities. Provide a network map identifying the linkages. <i>For example, a sidewalk that links an activity center directly to a park and ride served by transit could receive 25 points. A facility linking a neighborhood to a future, low frequency transit service might receive 15 points. A project with no link to other transportation modes would likely get 1 point.</i>	1-25

<p>Will the project contribute to an integrated transportation system linking a variety of activity centers such as residential neighborhoods, schools, retail, parks, &amp; employment centers?</p>	<p>Demonstrate how the proposed project will link the community's desired trip origins and destinations. A map showing the connections between the various activity centers/residential areas, etc. is advised. <i>For example, if the project fills a gap that provides connectivity to multiple activity centers, 20 points could be awarded. If the facility is more peripheral to the community and links an outlying neighborhood to one other land use, perhaps 1 or 2 points might be assigned.</i></p>	<p>1-20</p>
<p>Is this project identified in State and/or Local Plans? Is there coordination between local governmental agencies in regard to this project?</p>	<p>Examples of plans include but are not limited to: local neighborhood or community plans, comprehensive plans, corridor studies, major thoroughfare plans, MPO plans, TDOT Long Range Plan, TDOT Bicycle and Pedestrian Plan, etc. Provide any evidence documenting inclusion of project in state and/or local plans and any coordination efforts between local governmental agencies. <i>For example, 10 points might be awarded for this project if identified in multiple places over several years, and there is demonstrated coordination between agencies. Perhaps only 1 point would be awarded if it were not listed in any planning documents.</i></p>	<p>1-10</p>
<p>Is there a likelihood the project will be constructed based on readiness demonstrated?</p>	<p>What level of preliminary engineering has been completed? Note any anticipated delays, ex. utility relocations, ROW issues, etc. <i>For example, if some level of preliminary engineering has been completed, and no delays are foreseen, 15 points could be awarded. No previous preliminary engineering combined with completion obstacles might see 1 or 2 points assigned.</i></p>	<p>1-15</p>
<p>Will the proposed project support economic development?</p>	<p>Please explain how this project will aid economic development in the community. Please indicate if the proposed project is located within an Economically Distressed County as defined by the Department of Economic and Community Development as listed in <b>Attachment D</b>. <i>For example, a proposed project with a substantial economic impact and located in a county listed as economically distressed could receive 10 points. A project with little expected economic impact that is not located in a county identified at the Commissioner's discretion as exhibiting signs of economic distress might receive 1 or 2 points.</i></p>	<p>1-10</p>

**Maximum Total Points: 100**

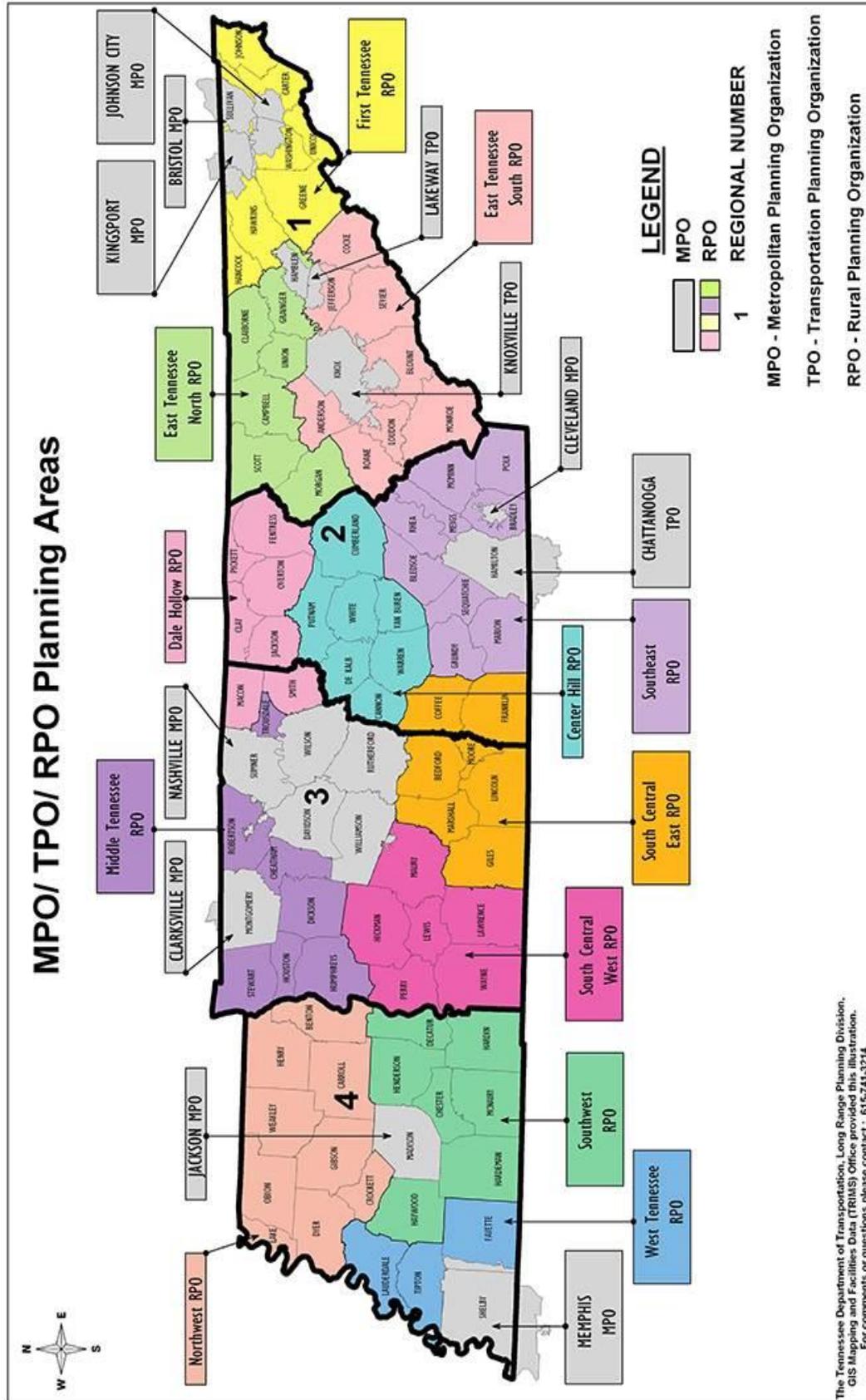
### III. Post Award Information

<b>Project Management</b>	Upon award, TDOT will make a determination of whether or not a project will be locally managed or state managed. A project can be locally-managed if the sponsor agency has received prior approval from TDOT's Local Programs Office to manage state-funded projects. If the project sponsor is not approved to manage state-funded projects, then TDOT will assume responsibility for developing and implementing the project.
<b>Grant Agreement</b>	After the award is made, the project sponsor will enter into a Grant Agreement with TDOT. The Grant Agreement identifies the responsibilities of both parties and establishes the required match to be paid by the sponsor agency. By entering into the agreement, the sponsor agrees to follow TDOT requirements and assume responsibility for the long-term maintenance of the project.
<b>Local Project Manager (for locally managed projects only)</b>	Sponsors are required to have a local project manager. Local project managers are responsible for the day-to-day management and administrative duties and advancing the project to completion. Sponsors can contract with a TDOT pre-qualified consultant. The cost of local project management by a consultant is an eligible project cost and should be included in the project budget. TDOT assigns a planner to each project who collaborates with the sponsor throughout the development of the project. TDOT Local Programs' planners will provide the local project manager with technical assistance in such areas as funding eligibility, procurement, right-of-way acquisition and environmental permitting to keep the project moving forward in a timely manner and to ensure that federal and state laws, policies and standards are met.
<b>Environmental Documentation</b>	Since federal funding will not be used, NEPA (National Environmental Policy Act) documentation will not be required. However, the project will need to go through a state-level environmental evaluation as outlined in the Tennessee Environmental Procedures Manual in order to be eligible for federal funding if future phases are pursued.
<b>Design Standards</b>	Projects must be in accordance with the American Association of State Highway Transportation Officials (AASHTO), the Manual on Uniform Traffic Control Devices (MUTCD), the Americans with Disabilities Act (ADA), Public Rights of Way Guidelines (PROWAG), TDOT Design Standards, and all applicable state and federal statutes, standards, specifications and guidelines.

<b>Right-of-Way (ROW) Acquisition</b>	Any ROW to be acquired must be done in compliance with the policy set forth under the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. For more information, refer to Local Government Guidelines for the Management of Federal and State Funded Transportation Projects. For projects within the state highway ROW, municipalities are required to coordinate with TDOT's Regional Excess Land Committee.
<b>Time Frame</b>	Projects developed through the Multimodal Access fund will vary in the time that it takes to have a completed project. A typical project may take from 12 to 18 months from the time a grant agreement is signed until they go to construction.

**Local Government Guidelines for the Management of Federal and State Funded Transportation Projects-** All projects are developed in accordance with TDOT's *Local Government Guidelines for the Management of Federal and State Funded Transportation Projects*. This guidebook can be found online at <http://www.tdot.state.tn.us/local/default.htm>

Attachment A: Map of RPOs/MPOs/TPOs in Tennessee



The Tennessee Department of Transportation, Long Range Planning Division, GIS Mapping and Facilities Data (TRIMS) Office provided this illustration. For comments or questions please contact : 615-741-3214

## **Attachment B: MPO/TPO Contact Information**

### **BRISTOL**

Mr. Rex Montgomery  
Transportation Planning Coordinator  
Bristol Metropolitan Planning Org.  
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### **CLARKSVILLE**

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Clarksville-Montgomery County  
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### **JACKSON**

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### **NASHVILLE**

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Nashville Metropolitan Planning Organization  
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Regional Planning Commission  
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### **MEMPHIS**

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## **Attachment C: RPO Contact Information**

### **East Tennessee RPO North**

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Alcoa, TN 37701-0249  
(865) 273-6003

### **First Tennessee RPO**

Chris Craig, RPO Coordinator  
First TN Development District  
3211 N. Roan Street  
Johnson City, TN 37601  
(423) 722-5091

### **West Tennessee RPO**

Josh Shumaker, RPO Coordinator  
Memphis Area Association of Governments  
8289 Cordova Road, Ste 103  
Cordova, TN 38016  
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### **South Central Tennessee RPO East**

Sara Brown, RPO Coordinator  
South Central TN Development District  
101 Sam Watkins Blvd.  
Mt. Pleasant, TN 38474  
(931) 379-2915

### **Southeast Tennessee RPO**

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Southeast TN Development District  
1000 Riverfront Parkway  
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### **Center Hill RPO**

Nichole Hoose, RPO Coordinator  
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### **East Tennessee RPO South**

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### **Middle Tennessee RPO**

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### **Northwest Tennessee RPO**

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### **South Central Tennessee RPO West**

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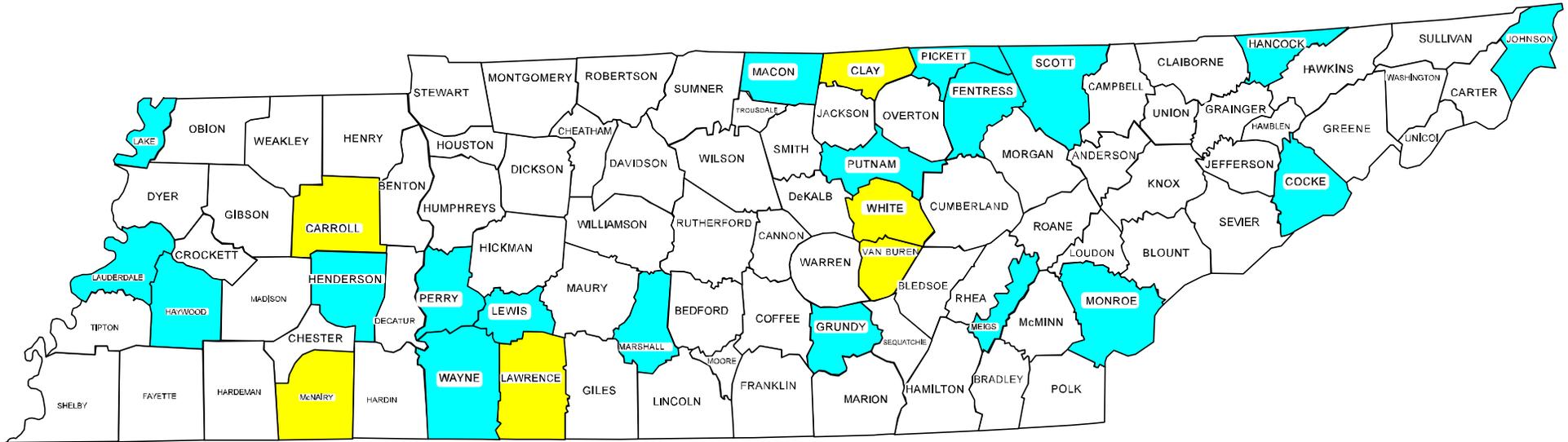
### **Southwest Tennessee RPO**

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(731) 668-6440

### **Dale Hollow RPO**

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## Attachment D: ECONOMIC STATUS OF TENNESSEE



**ECONOMICALLY DISTRESSED COUNTIES:** The 10 most disadvantaged counties in each of the following categories: 3 year average unemployment, per capita market income, or poverty rate.



**COMMISSIONER'S DISCRETION:** Any county not otherwise designated which exhibits substantial characteristics of economic distress such as major loss of employment, recent high unemployment rates, traditionally low levels of family incomes, high levels of poverty, and high concentrations of employment in declining industries.



### Economically Distressed Counties Effective July 1, 2013

<b>Carroll</b>	<b>Hancock</b>	<b>Lauderdale</b>	<b>McNairy</b>	<b>Putnam</b>
<b>Clay</b>	<b>Haywood</b>	<b>Lawrence</b>	<b>Meigs</b>	<b>Scott</b>
<b>Cocke</b>	<b>Henderson</b>	<b>Lewis</b>	<b>Monroe</b>	<b>Van Buren</b>
<b>Fentress</b>	<b>Johnson</b>	<b>Macon</b>	<b>Perry</b>	<b>Wayne</b>
<b>Grundy</b>	<b>Lake</b>	<b>Marshall</b>	<b>Pickett</b>	<b>White</b>

July 1, 2013