



MEETING AGENDA

BPAC Project Review Subcommittee

Mr. Ted Wendler, Chairperson

DATE: Wednesday, September 23, 2026
TIME: 2:00 p.m.
PLACE: Volusia-Flagler TPO Conference Room
1540 Cornerstone Boulevard, Suite 240
Daytona Beach, FL 32117

Microsoft Teams Information:

[Click here to join the meeting](#)

By phone: +1 561-484-5911 917450673#

BPAC PROJECT REVIEW SUBCOMMITTEE AGENDA

1. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT/PARTICIPATION (*Length of time at the discretion of the Chairperson*)

Anyone wishing to make a public comment should fill out a speaker card and hand it to a TPO staff member or the Chairperson. You will be called on when the item is discussed. If you wish to speak about an item not on the agenda you will be called during public comment/participation.

3. ACTION ITEMS

A. Review and Recommend Improvements to the Project Prioritization Process (*pg. 2*)

4. TPO STAFF AND SUBCOMMITTEE MEMBER COMMENTS

5. ADJOURNMENT

If any person decides to appeal a decision made by this board concerning any matter considered at such meeting or hearing, they will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such a person will want to ensure that a verbatim record of the proceedings is made.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia-Flagler TPO office, 1540 Cornerstone Boulevard, Suite 240, Daytona Beach, Florida 32117; 386.271.0249 extension 1, at least five (5) working days before the meeting date.

The Volusia-Flagler TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.vftpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386.271.0249 extension 1, or pblankenship@r2ctpo.org.

Persons who require translation services, which are provided at no cost, should contact the Volusia-Flagler TPO at 386.271.0249 or by email at PBlankenship@r2ctpo.org at least five (5) business days before the meeting.

ACTION ITEM 3A

Review and Recommend Improvements to the Project Prioritization Process

Contact: Stephan Harris, SHarris@vftpo.org

SUMMARY BACKGROUND:

Each year as we complete another cycle of the project prioritization process, the TPO staff asks the BPAC Project Review Subcommittee to evaluate the process and recommend improvements for the next cycle. The aim is to achieve the best possible outcomes in terms of identifying and promoting transportation-related priorities consistent with the community's goals and objectives as prescribed in the Volusia-Flagler 2050 Long Range Transportation Plan.

To facilitate this review, the following documents are enclosed:

- 2026 Call for Projects Memorandum
- 2026 General Instructions for Bicycle/Pedestrian Projects
- 2026 Priority Project Applications for Bicycle/Pedestrian Projects
- Executed Resolution 2025-17 (Allocates TPO set-aside funding-SU)
- Executed Resolution 2025-18 (Delineates local match and project cost increases)
- Executed Resolution 2025-19 (Establishes project categories and ranking)

RECOMMENDED ACTION:

MOTION to recommend improvements to the Project Prioritization Process



Memorandum

To: [Distribution List]

From: Colleen Nicoulin, Executive Director

Date: December 1, 2025

Subject: Volusia-Flagler TPO's Annual Call for Projects

***** **FOR YOUR IMMEDIATE ATTENTION** *****

Announcing Volusia-Flagler TPO's Annual CALL FOR PROJECTS

The Volusia-Flagler Transportation Planning Organization (TPO) is now accepting applications for projects to be added to our List of Priority Projects. These applications will be used by the TPO to qualify and prioritize proposed transportation-related projects for feasibility study and/or implementation using federal and/or state transportation funding.

The deadline for submitting project applications is 4:00 p.m. on Friday, February 27, 2026.

All applications must be uploaded to the Volusia-Flagler TPO file transfer site:

[Click This Link to Upload Your Completed Application to the Volusia-Flagler TPO](#)

Only applications for transportation-related projects in the following Priority Project categories will be considered at this time:

- Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Projects
- Bicycle/Pedestrian and B/P Local Initiatives (bicycle and pedestrian focused) Projects
- Transportation Planning Studies
- Transportation Regional Incentive Program (TRIP) Eligible Projects (letter of support only)
- Shared Use Non-Motorized (SUN) Trail projects (letter of support only)

Traffic Operations, Safety, and Local Initiatives Projects and Bicycle/Pedestrian and B/P Local Initiatives Projects

All state and/or federal funded projects that are not on the State Highway System (SHS) require a 10% local match for the feasibility study.

All state and/or federal funded projects that are not on the State Highway System (SHS) require a minimum 10% local match for project implementation.

Local Initiatives projects address complete streets retrofits, roundabouts, major technology improvements, climate change adaptation, aesthetics, and other improvements that support the goals of the Long Range Transportation Plan. Local initiative projects that focus on traffic operations will use the *Traffic Operations, Safety & Local Initiatives Project Application*; those that focus on bicyclists and pedestrians shall use the *Bicycle/Pedestrian and B/P Local Initiatives Project Application*.

The process for reviewing and ranking Traffic Operations, Safety, and Local Initiatives projects and Bicycle/Pedestrian and B/P Local Initiatives projects is as follows:

1. For each proposed project, the Applying Agency (project sponsor) will submit a completed Volusia-Flagler TPO Traffic Operations, Safety, and Local Initiatives Project Funding Application or Bicycle/Pedestrian and B/P Local Initiatives Project Funding Application. The application will indicate whether the Applying Agency is requesting a feasibility study or project implementation. The Volusia-Flagler TPO will accept an application for project implementation (design, right-of-way, construction) only if the proposed project has undergone a feasibility study or if a feasibility study will not be required.
2. Volusia-Flagler TPO staff will screen applications to ensure that they are complete and include only eligible improvements/activities.
3. Project applications for feasibility studies:
 - a. Applying Agency (project sponsor) will submit an official letter to the Volusia-Flagler TPO certifying that the project is supported by the Applying Agency and agreeing to pay its required local share (10%) of the cost for a required feasibility study.
 - b. Traffic Operations, Safety, and Local Initiatives projects will be preliminarily ranked by the TIP Subcommittee; Bicycle/Pedestrian and B/P Local Initiatives Project Applications will be preliminarily ranked by the BPAC Project Review Subcommittee. The Volusia-Flagler TPO Board will approve a final ranking of all projects.
 - c. The Volusia-Flagler TPO's consultant will perform a feasibility study on each proposed project in ranked order as funding becomes available. The Volusia-Flagler TPO will pay 90% of the study cost; the Applying Agency will be responsible for the remaining 10% (cash match).
4. Projects applications for project implementation (feasibility study or equivalent has been completed):
 - a. Applying Agency (project sponsor) will submit an application for project implementation, including the FDOT Project Information Application Form, and an official letter agreeing to provide the required local match for state and/or federal funds programmed on the project, and agreeing to pay for any cost overruns.
 - b. Traffic Operations, Safety, and Local Initiatives Project Applications will be preliminarily ranked by the TIP Subcommittee; Bicycle/Pedestrian and B/P Local Initiatives Project Applications will be preliminarily ranked by the BPAC Project Review Subcommittee. The Volusia-Flagler TPO Board will approve a final ranking of all projects.
 - c. The Volusia-Flagler TPO will coordinate with the Florida Department of Transportation (FDOT) to program the projects in FDOT's Work Program and the TPO's Transportation Improvement Program (TIP) in the order of priority set by the Volusia-Flagler TPO Board.

Transportation Regional Incentive Program (TRIP) Eligible Projects

For projects to be listed on the Transportation Regional Incentive Program (TRIP) Eligible Projects list, project sponsors shall submit a letter of support listing any TRIP eligible projects(s) which are ready to advance into the TPO's Transportation Improvement Program and FDOT's Work Program and provide a commitment of local matching funds, if required.

Shared-Use Non-Motorized (SUN) Trail Eligible Projects

For projects to be listed on the Shared-Use Non-Motorized (SUN) Trail Projects list, project sponsors shall submit a letter of support listing any SUN Trail projects(s) which are SUN Trail eligible and are anticipated to be submitted for SUN Trail funding during the Program's Call for Projects.

Updated Cost Estimates and Letter of Continuing Support

Project Sponsors shall submit a letter for any currently ranked project affirming their continued support to retain each project on the priority list and provide updated cost estimates for all unfunded phases of each project they sponsor on the Regionally Significant Non-SIS, Tier "A", and Tier "B" project lists. This letter must be submitted to the Volusia-Flagler TPO on or before 4:00 p.m. on Friday, February 27, 2025.

Application Process Support

To help with the application process, the following items will be available for download from the Volusia-Flagler TPO's website (2026 Call for Projects Information):

1. Memorandum Announcing Volusia-Flagler TPO's Annual Call for Projects
2. Schedule for the 2026 Priority Project Process
3. 2025 Adopted Lists of Priority Projects
4. Volusia-Flagler TPO's General Instructions for Project Applications
5. Volusia-Flagler TPO's Priority Project Application for Traffic Operations, Safety, and Local Initiatives Projects
6. Volusia-Flagler TPO's Priority Project Application for Bicycle/Pedestrian and B/P Local Initiatives Projects
7. Volusia-Flagler TPO's Priority Project Application for Transportation Planning Studies
8. Supporting Resolutions

For questions regarding Traffic Operations, Safety, and Local Initiatives Projects and Transportation Planning Studies, contact Colleen Nicoulin, (386) 271-0249, extension 4.

For questions regarding Bicycle/Pedestrian and B/P Local Initiatives Projects, contact Stephan Harris, (386) 271-0249, extension 2.

The deadline for submittal of all project funding applications, letters of support and updated cost estimates is 4:00 p.m. on Friday, February 27, 2025.
Applications submitted after the deadline will not be accepted.

All applications must be uploaded to the Volusia-Flagler TPO file transfer site:
[Click This Link to Upload Your Completed Application to the Volusia-Flagler TPO](#)



2026 Application for Project Prioritization

General Instructions for Bicycle/Pedestrian Project Applications

December 2025

General Instructions:

For the 2026 Call for Projects, the Volusia-Flagler TPO is accepting applications for Feasibility Studies and Project Implementation.

Feasibility studies assess the engineering and planning characteristics of bicycle/pedestrian projects. Feasibility studies must include, but not be limited to, the determination of available right-of-way, documentation and identification of the solutions of obstacles that may impede the project's constructability, permitting and socioeconomic constraints, landscaping, drainage and an engineer's estimate of related planning, design, right-of-way and construction costs.

The VFTPO has two different application forms for Bicycle/Pedestrian Projects. One is to be used when applying for a Feasibility Study; the other is to be used when applying for Project Implementation. For a given project, applications for Feasibility Study and Project Implementation must be submitted in separate application cycles.

When applying for Project Implementation, the applying agency will also be required to submit a completed copy of FDOT's Project Information Application Form. No project will advance beyond a Feasibility Study unless the VFTPO receives an application for prioritization of the Project Implementation phase. Applications for prioritization of the Project Implementation phase will be accepted only if a Feasibility Study has already been completed or if the project does not require a Feasibility Study. The applying agency is required to use the minimum threshold programming amount of \$250,000 for design (phase 38), \$250,000 for right-of-way (phase 48), and \$250,000 for construction (phase 58). There is no minimum threshold programming amount for construction engineering inspection (CEI). If the minimum threshold programming amount is not met for any project phase, the applying agency **MUST** submit an exception request with the project application. The exception request **MUST** contain the following information:

- What exception is being requested?
- Who is requesting the exception?
- Why is the exception being requested?
- How will the project proceed if the exception is not granted?

Applications will be ranked based on the information supplied in the application. The TPO is not obliged to consider information pertaining to the project request that is not included in the project application. However, applying agencies are encouraged to be present for the evaluation of their applications to provide clarification, if needed. Mixed projects (defined as a project that is not a stand-alone bicycle/pedestrian project) require

separate applications for the bicycle/pedestrian category and traffic operations/safety category. Updated cost estimates for projects on the bicycle/pedestrian list of prioritized projects are to be submitted with a letter of continuing support by February 27, 2026. After the List of Prioritized Projects is adopted by the VFTPO Board in June, if a project is withdrawn by the sponsor, an official letter of withdrawal and/or email must be submitted to the VFTPO within thirty (30) days.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED!

Eligible Project Sponsors for the 2026 Call for Projects.

- Local governments;
- Transit agencies;
- School districts or educational institutions;
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a State agency) that the State determines to be eligible.

Eligible activities related to surface transportation that can be funded with **Transportation Alternatives funds¹:**

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting, signage, and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Construction, planning, and design of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements.

All construction and pre-construction work phases will be administered by the Florida Department of Transportation (FDOT) or other Local Agency Program (LAP) certified local government. Reimbursements are distributed only to a LAP certified agency responsible for completing the tasks. FDOT assigns a LAP Design and LAP Construction Liaison for each project. Federal law requires that each project be administered under the rules

¹ It is the Volusia-Flagler TPO's intent to extend eligibility to all of the activities included within the meaning of the term "Transportation Alternatives" pursuant to 23 U.S.C. 101(a)(29) except the following:

1. Construction of turnouts, overlooks, and viewing areas;
2. Community improvement activities, including –
 - a. inventory, control, or removal of outdoor advertising;
 - b. **historic** preservation and rehabilitation of historic transportation facilities;
 - c. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - d. archaeological activities related to impacts from implementation of a transportation project eligible under title 23;
3. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to –
 - a. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - b. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats
4. Safe Routes to School coordinator
5. Planning, designing, or construction boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

and procedures governing federally funded transportation projects. Certified Local Agencies comply with all applicable Federal statutes, rules and regulations.

Initial Project Screening:

Any project submitted by a local government for consideration needs to meet the following screening criteria:

For any proposed facility to be considered eligible through the TPO process, the project must be included on the ***Volusia-Flagler TPO's Bicycle and Pedestrian Plan, Volusia-Flagler Vision Zero Safety Action Plan, Volusia County Trails Master Plan, Flagler County Comprehensive Plan (2010-2035 Transportation Element), or a local government Bicycle/Pedestrian Plan, Comprehensive Plan, or Capital Improvement Plan.***

Is this **Shared Use Path** project at least 12 feet wide?

- If **Yes** – the project is eligible.
- If **No** – justification is required to determine eligibility.

Is this **Sidewalk** project at least 5 feet wide?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

Is this an activity that can be funded with **Transportation Alternatives Funds**?

- If **Yes** – the project is eligible.
- If **No** – the project application is not acceptable.

Local Match Requirement:

VFTPO Resolution 2025-18 provides that the governmental entity requesting state and/or federal transportation funds shall be required to match those funds programmed on the project with local funds at the ratio of 10% local funds to 90% state and/or federal funds. For example, a local government requesting \$250,000 in federal funds for a sidewalk would be required to pay \$25,000 in local matching funds. This match requirement shall not apply to projects on the State Highway System. The match shall be by project phase for each programmed phase including feasibility study. A non-federal cash match is required for a feasibility study. For all other phases, the local match is defined as non-federal cash match and/or in-kind services that advance the project. This resolution also reaffirms the VFTPO's policy that the applying agency (project originator) shall be responsible for any cost overruns encountered on a project funded with state and/or federal transportation funds unless the project is on the state highway system, in which case, the State DOT shall be responsible for any cost overruns.

Other Funding Requirements:

All project applications are subject to approval by the VFTPO Board. Other funds (in addition to SU funds) may be used to fund project phases or overall costs.

Electronic Submittal Requirements:

Any project submitted by a local government for consideration **MUST** include the following information/materials:

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF).

Electronic documents must be submitted through the VFTPO FTP site:

<https://www3.mydocsonline.com/customerupload/d358d70551e49e6d2031b3abd8c7>

2. The application and all supporting documentation shall be included in one electronic PDF file.
3. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
4. Page size shall be either 8-1/2" by 11" (letter) or 11" by 17" (tabloid).
5. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size. If you are unable to produce an electronic document as prescribed here, please contact VFTPO staff to discuss other options. If you are unable to upload to the VFTPO FTP site, please contact VFTPO staff to discuss other options.
6. Submit any available right-of-way information.
7. **Each application MUST include a Project Map** that clearly identifies the termini of the project, Proximity to Community Assets and Network Connectivity through the use of a one (1) mile radius buffer for Shared Use Path projects and **Transportation Alternatives Activities** and a one-half (½) mile radius buffer for Sidewalk projects. Maximum map size is 11" x 17".
8. In addition, all maps MUST include a **Scale** (in subdivisions of a mile), **North Arrow**, **Title** and **Legend**. Photographs are encouraged and must be captioned.

Projects that contribute directly to the completion or enhancement of the following trail systems may be eligible for inclusion as Regional Trail Projects:

1. SUNTrail Network
2. Priority and Opportunity Land Trails of the Florida Greenways and Trails System (FGTS) Plan

Will this proposed project contribute directly to the completion or enhancement of any of the aforementioned regional trail systems? Yes ☐ No ☐

**VFTPO staff will provide assistance in completing an application
at the request of any member local government.**

Bicycle/Pedestrian Links

- **2019 Bicycle Suitability Map:** <https://www.r2ctpo.org/planning-studies/bicycle-pedestrian/maps/>
- [Bike Florida, Inc.](#)
- [Bike Safety Guide](#)
- [Bike/Walk Central Florida](#)
- [Biking West Volusia](#)
- [Central Florida Community Traffic Safety Teams](#)
- [Central Florida Safe Routes Portal](#)
- [Central Florida Scenic Byway Brochure](#)
- [Coast to Coast Trail](#)
- [Commute Orlando](#)
- [Commuting by Bike: Safety Guide & Tips](#)
- [Cycling Savvy](#)
- [D5 TransPed Pedestrian and Bicycle Planning Tool](#)
- [East Coast Greenway](#)
- [Flagler County Parks and Recreation](#)
- [Florida East Coast Greenway](#)
- [Florida Bicycle Association](#)
- [Florida Bicycle Law](#)
- [Florida DEP Office of Greenways and Trails](#)
- [Florida DEP Trail Town Program](#)
- [Florida DOT Alert Today, Alive Tomorrow](#)
- [Florida DOT Pedestrian and Bicycle Program](#)
- [Florida DOT Bicycle/Pedestrian Non-Motorized Database System \(Traffic Counts\)](#)
- [Florida DOT Non-Motorized Traffic Monitoring Program](#)
- [Florida DOT Safe Routes to School](#)
- [Florida Greenways and Trails Foundation](#)
- [Florida Pedestrian/Bicycling Safety Resource Center](#)
- [Florida Safe Routes to School](#)
- [Florida Scenic Highways Program](#)
- [Florida Traffic Safety Dashboard/Signal Four Analytics](#)
- [Florida Urban and Community Forestry Grant Program](#)
- [National Center for Safe Routes to School](#)
- [Palm Coast Trail Map & Park Guide](#)
- [Pedestrian and Bicycle Information Center](#)
- [Safe Routes to School National Partnership](#)
- [Safe Routes to School Online Guide](#)
- [St. Johns River to Sea Loop Alliance](#)
- [SUN Trail Network](#)
- [East Central Regional Rail Trail](#)
- [USDOT/FHWA Pedestrian & Bicycle Safety](#)
- [Visit Florida – Florida Trails & Greenways](#)
- [Volusia County Trails Program](#)
- [SRTS Resources List](#)
- [NTSB 2020 Bicycle Safety Research Report](#)



2026 Application for Project Prioritization – FEASIBILITY STUDY Bicycle/Pedestrian Projects

All applications must be uploaded to the TPO file transfer site by 4:00 p.m. on February 27, 2026
[Click This Link to Upload Your Completed Application to the Volusia-Flagler TPO](#)

Project Title: _____

Applying Agencies (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Does the Applying Agency expect to be certified by FDOT to perform work under the Local Agency Program (LAP) process? ☐ YES ☐ NO

If not, what local government agency will perform the work on behalf of the Applying Agency? _____
[Attach a letter of intent from the agency that will perform the work.]

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located: _____

[If not the same as Applying Agency, attach letter of support for the proposed project from the responsible entity.
This letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applying agency's responsibility will be.]

Priority of this proposed project relative to other applications submitted by the Applying Agency: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

This proposed project is listed in the following adopted plan(s): _____

Project Eligibility for Federal Funds (check the appropriate box):

- ☐ the proposed improvement is located on the Federal-aid system. (Reference the Federal Aid Road Report at <http://www.fdot.gov/statistics/fedaids/>);
- ☐ the proposed improvement is **not** located on the Federal-aid system, but qualifies as a type of improvement identified in 23 U.S.C. §133 that is not restricted to the Federal-aid system.

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	20
(2) Connectivity and Accessibility and Equitability	15
(3) Safety/Security	18
(4) Contribution to Livability	6
(5) Cont. to Wildlife and Environmental Sust.	13
(6) Enhancements to the Transportation System	10
(7) Public Support/Special Considerations	5
(8) Local Matching Funds > 10%	20
(9) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	107

Criterion #1 – Proximity to Community Assets (20 points maximum)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths and **Transportation Alternatives Activities** or a one-half (½) mile radius for Sidewalks. A maximum of 20 points will be assessed overall, and individual point assignments will be limited as listed below.

List and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer and describe in the space provided.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	☐	4
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers, trade/vocational schools, colleges, universities	☐	4
Parks, trail facilities, recreational facilities	☐	4
Medical/health facilities, nursing homes, assisted living, rehabilitation center	☐	4
School bus stop (K-12)	☐	1
Schools (K-12)	☐	3
Maximum Points Awarded		20

Criterion #1 Description (required): _____

Criterion #2 – Connectivity and Accessibility and Equitability (15 points maximum)

This measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities. Does the project enhance mobility or accessibility for disadvantaged groups, including children, the elderly, the poor, those with limited transportation options and the disabled? Does the project enhance mobility, accessibility, and equitability?

List and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the space provided.

Connectivity and Accessibility and Equitability	Check All that Apply	Max. Points
Project provides equitable access to a transit facility	☐	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	☐	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	☐	5
Maximum Points Awarded		15

Criterion #2 Description (required): _____

Criterion #3 – Safety/Security (18 points maximum)

This measure provides additional weight to applications that have included safety as a component of the overall project, increase the comfort level of bicyclists and pedestrians, and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns.

List and describe whether the proposed facility is located within a “hazardous walk/bike zone” in the Volusia-Flagler TPO planning area and provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

For more information, contact Volusia or Flagler County School District Student Transportation Services and refer to Florida Statute 1006.23.

Safety/Security	Check All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia or Flagler County School District Student Transportation Services and within the Volusia-Flagler TPO planning area. If applicable, provide documentation.	☐	8
The project removes or reduces potential conflicts (bike/auto, bike/ped, and ped/auto). There is a pattern of bike/ped crashes along the project route. The project eliminates or abates a hazardous, unsafe, or security condition in a school walk zone as documented in a school safety study or other relevant study. The project helps the Volusia-Flagler TPO meet or exceed adopted Vision Zero Action Plan and Transportation Safety Targets for Non-Motorized Serious Injuries and Fatalities. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	☐	10
Maximum Points Awarded		18

Criterion #3 Description (required): _____

Criterion #4 – Contribution to Livability (6 points maximum)

This measure considers how the project positively impacts the Livability in the community. Describe in the space provided.

Contribution to Livability	Check All that Apply	Max. Points
Project includes traffic calming measures	☐	1
Project removes barriers and/or bottlenecks for bicycle and/or pedestrian movements	☐	1
Project includes features which improve the comfort, safety, security, enjoyment or well-being for bicyclists, pedestrians, and/or transit users	☐	1
Project improves transfer between transportation modes	☐	1
Project improves transportation system resiliency and reliability	☐	1
Project reduces or mitigates the storm water impacts of surface transportation	☐	1
Maximum Points Awarded		6

Criterion #4 Description (required): _____

Criterion #5 – Contribution to Wildlife and Environmental Sustainability (13 points maximum)

This measure considers how the project positively impacts wildlife and environmental sustainability in the community.

Describe in the space provided.

Contribution to Wildlife and Environmental Sustainability	Check All that Apply	Max. Points
The project protects wildlife and/or will mitigate any damage or loss of habitat and/or preserves the Florida Wildlife Corridor, if applicable.	☐	6
The project supports infill development and redevelopment and is sensitive to the natural ecosystem.	☐	5
The project includes connectivity and access to nature centers, wildlife preservation, and conservation areas.	☐	2
Maximum Points Awarded		13

Criterion #5 Description (required): _____

Criterion #6 – Enhancements to the Transportation System (10 points maximum)

This measure considers the demonstrated and defensible relationship to surface transportation.

Describe how this project fits into the local and regional transportation system. Depict this on the map where applicable and describe in the space provided.

Enhancements to the Transportation System	Check All that Apply	Max. Points
Is the project included in an adopted plan?	☐	1
Is the project consistent with the goals of the Volusia-Flagler TPO's Complete Streets Policy at the end of this application?	☐	1
Does local government have Land Development Code requirements to construct sidewalks?	☐	1
Does the project improve mobility between two or more different land use types located within ½ mile of each other, including residential and employment, retail or recreational areas?	☐	1
Does the project benefit transit riders by improving connectivity to existing or programmed pathways or transit facilities?	☐	1
Does the project concentrate compact, mixed-use development around public transit stations?	☐	1
Does the project sponsor have a Complete Streets Policy?	☐	1
Is the project an extension or phased part of a larger redevelopment effort in the corridor/area?	☐	1
Project is located in a "gateway" or entrance corridor as identified in a local government applicant's master plan, or other approved planning document.	☐	1
Is the project a Trail Town or contributes to achieving the designation?	☐	1
Maximum Points Awarded		10

Criterion #6 Description (required): _____

Criterion #7 – Public Support/Special Considerations (5 points maximum)

Describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria.

Public Support/Special Considerations	Check All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	☐	5
Maximum Points Awarded		5

Criterion #7 Description (required): _____

Criterion #8 – Local Matching Funds > 10% of Total Project Cost (20 points maximum)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10% of Total Project Cost	Check One	Max. Points
Is the Applicant committing to a local match greater than 10% of the estimated total project cost?	☐ Yes ☐ No	
10.0% < Local Matching Funds < 12.5%	☐	2
12.5% ≤ Local Matching Funds < 15.0%	☐	4
15.0% ≤ Local Matching Funds < 17.5%	☐	6
17.5% ≤ Local Matching Funds < 20.0%	☐	8
20.0% ≤ Local Matching Funds < 22.5%	☐	10
22.5% ≤ Local Matching Funds < 25.0%	☐	12
25.0% ≤ Local Matching Funds < 27.5%	☐	14
27.5% ≤ Local Matching Funds < 30.0%	☐	16
30.0% ≤ Local Matching Funds < 32.5%	☐	18
32.5% ≤ Local Matching Funds	☐	20
Maximum Points Awarded		20

Criterion #8 Description (required): _____

Criterion #9 – Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the eight Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

Volusia-Flagler TPO Complete Streets Policy Goals

- Reduce injuries and fatalities
- Provide transportation options for people of all ages, physical abilities, and income levels
- Improve health by promoting active lifestyles through design to realize long-term health impacts
- Support equitable access to employment opportunities and civic resources
- Support economically healthy/vibrant communities
- Implement resilient and sustainable solutions.



2026 Application for Project Prioritization – **IMPLEMENTATION** Bicycle/Pedestrian Projects

All applications must be uploaded to the TPO file transfer site by 4:00 p.m. on February 27, 2026
Click This Link to Upload Your Completed Application to the Volusia-Flagler TPO

Project Title: _____

Applying Agencies (project sponsor): _____ Date: _____

Contact Person: _____ Job Title: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Does the Applying Agency expect to be certified by FDOT to perform work under the Local Agency Program (LAP) process? ☐ YES ☐ NO

If not, what local government agency will perform the work on behalf of the Applying Agency? _____
[Attach a letter of intent from the agency that will perform the work.]

Governmental entity with maintenance responsibility for roadway facility on which proposed project is located: _____

[If not the same as Applying Agency, attach letter of support for the proposed project from the responsible entity. This letter of support must include a statement describing the responsible entity's expectations for maintenance of the proposed improvements, i.e., what the applying agency's responsibility will be.]

Priority of this proposed project relative to other applications submitted by the Applying Agency: _____

Project Description: _____

Project Location (include project length and termini, if appropriate, and attach location map): _____

This proposed project is listed in the following adopted plan(s): _____

Project Eligibility for Federal Funds (check the appropriate box):

- ☐ the proposed improvement is located on the Federal-aid system. (Reference the Federal Aid Road Report at <http://www.fdot.gov/statistics/fedaaid/>);
- ☐ the proposed improvement is **not** located on the Federal-aid system, but qualifies as a type of improvement identified in 23 U.S.C. §133 that is not restricted to the Federal-aid system.

[Attach a copy of the completed Feasibility Study, or explain in the space provided below for commentary why a Feasibility Study is not attached.]

Commentary: _____

Attach a completed copy of FDOT's Project Information Application Form.

Criteria Summary:

Priority Criteria	Points
(1) Proximity to Community Assets	20
(2) Connectivity and Accessibility and Equitability	15
(3) Safety/Security	18
(4) Contribution to Livability	6
(5) Cont. to Wildlife and Environmental Sust.	13
(6) Enhancements to the Transportation System	10
(7) Project Readiness	5
(8) Public Support/Special Considerations	5
(9) Local Matching Funds > 10%	20
(10) Value-Added Tie Breaker (if necessary)	variable
Total (excluding Value-Added Tie Breaker)	112

Criterion #1 – Proximity to Community Assets (20 points maximum)

This measure will estimate the potential demand of bicyclists and pedestrians based on the number of productions or attractions the facility may serve within a one (1) mile radius for Shared Use Paths and **Transportation Alternatives Activities** or a one-half (½) mile radius for Sidewalks. A maximum of 20 points will be assessed overall, and individual point assignments will be limited as listed below.

List and describe how the facilities link directly to community assets and who is being served by the facility. Show each of the Community Assets on a Project Area Map through the use of a buffer and describe in the space provided.

Proximity to Community Assets	Check All that Apply	Max. Points
Residential developments, apartments, community housing	☐	4
Activity centers, town centers, office parks, post office, city hall/government buildings, shopping plaza, malls, retail centers, trade/vocational schools, colleges, universities	☐	4
Parks, trail facilities, recreational facilities	☐	4
Medical/health facilities, nursing homes, assisted living, rehabilitation center	☐	4
School bus stop (K-12)	☐	1
Schools (K-12)	☐	3
Maximum Points Awarded		20

Criterion #1 Description (required): _____

Criterion #2 – Connectivity and Accessibility and Equitability (15 points maximum)

This measure considers the gaps that exist in the current network of bike lanes, bike paths and sidewalks. The measurement will assess points based on the ability of the proposed project to join disconnected networks or complete fragmented facilities. Does the project enhance mobility or accessibility for disadvantaged groups, including children, the elderly, the poor, those with limited transportation options and the disabled? Does the project enhance mobility, accessibility, and equitability?

List and describe how this project fits into the local and regional bicycle/pedestrian networks and/or a transit facility. Depict this on the map and describe in the space provided.

Connectivity and Accessibility and Equitability	Check All that Apply	Max. Points
Project provides equitable access to a transit facility	☐	5
Project extends an existing bicycle/pedestrian facility (at one end of the facility)	☐	5
Project provides a connection between two existing or planned/programmed bicycle/pedestrian facilities	☐	5
Maximum Points Awarded		15

Criterion #2 Description (required): _____

Criterion #3 – Safety/Security (18 points maximum)

This measure provides additional weight to applications that have included safety as a component of the overall project, increase the comfort level of bicyclists and pedestrians, and includes school locations identified as hazardous walking/biking zones and areas with significant numbers of safety concerns.

List and describe whether the proposed facility is located within a “hazardous walk/bike zone” in the Volusia-Flagler TPO planning area and provide documentation that illustrates how bicycle or pedestrian safety could be enhanced by the construction of this facility.

For more information, contact Volusia or Flagler County School District Student Transportation Services and refer to Florida Statute 1006.23.

Safety/Security	Check All that Apply	Max. Points
The project is located in an area identified as a hazardous walk/bike zone by Volusia or Flagler County School District Student Transportation Services and within the Volusia-Flagler TPO planning area. If applicable, provide documentation.	☐	8
The project removes or reduces potential conflicts (bike/auto, bike/ped, and ped/auto). There is a pattern of bike/ped crashes along the project route. The project eliminates or abates a hazardous, unsafe, or security condition in a school walk zone as documented in a school safety study or other relevant study. The project helps the Volusia-Flagler TPO meet or exceed adopted Vision Zero Action Plan and Transportation Safety Targets for Non-Motorized Serious Injuries and Fatalities. If applicable, provide documentation such as photos or video of current situation/site or any supportive statistics or studies.	☐	10
Maximum Points Awarded		18

Criterion #3 Description (required): _____

Criterion #4 Contribution to Livability (6 points maximum)

This measure considers how the project positively impacts the Livability in the community. Describe in the space provided.

Contribution to Livability	Check All that Apply	Max. Points
Project includes traffic calming measures	☐	1
Project removes barriers and/or bottlenecks for bicycle and/or pedestrian movements	☐	1
Project includes features which improve the comfort, safety, security, enjoyment or well-being for bicyclists, pedestrians, and/or transit users	☐	1
Project improves transfer between transportation modes	☐	1
Project improves transportation system resiliency and reliability	☐	1
Project reduces or mitigates the storm water impacts of surface transportation	☐	1
Maximum Points Awarded		6

Criterion #4 Description (required): _____

Criterion #5 – Contribution to Wildlife and Environmental Sustainability (13 points maximum)

This measure considers how the project positively impacts wildlife and environmental sustainability in the community.

Describe in the space provided.

Contribution to Wildlife and Environmental Sustainability	Check All that Apply	Max. Points
The project protects wildlife and/or will mitigate any damage or loss of habitat and/or preserves the Florida Wildlife Corridor, if applicable.	☐	6
The project supports infill development and redevelopment and is sensitive to the natural ecosystem.	☐	5
The project includes connectivity and access to nature centers, wildlife preservation, and conservation areas.	☐	2
Maximum Points Awarded		13

Criterion #5 Description (required): _____

Criterion #6 Enhancements to the Transportation System (10 points maximum)

This measure considers the demonstrated and defensible relationship to surface transportation.

Describe how this project fits into the local and regional transportation system. Depict this on the map where applicable and describe in the space provided.

Enhancements to the Transportation System	Check All that Apply	Max. Points
Is the project included in an adopted plan?	☐	1
Is the project consistent with the goals of the Volusia-Flagler TPO's Complete Streets Policy at the end of this application?	☐	1
Does local government have Land Development Code requirements to construct sidewalks?	☐	1
Does the project improve mobility between two or more different land use types located within ½ mile of each other, including residential and employment, retail or recreational areas?	☐	1
Does the project benefit transit riders by improving connectivity to existing or programmed pathways or transit facilities?	☐	1
Does the project concentrate compact, mixed-use development around public transit stations?	☐	1
Does the project sponsor have a Complete Streets Policy?	☐	1
Is the project an extension or phased part of a larger redevelopment effort in the corridor/area?	☐	1
Project is located in a "gateway" or entrance corridor as identified in a local government applicant's master plan, or other approved planning document.	☐	1
Is the project a Trail Town or contributes to achieving the designation?	☐	1
Maximum Points Awarded		10

Criterion #6 Description (required): _____

Criterion #7 Project "Readiness" (5 Points maximum)

This measure considers the state of project readiness. Describe project readiness in the space provided.

Project Readiness	Check All that Apply	Max. Points
Is there an agreement and strategy for maintenance once the project is completed, identifying the responsible party?	☐	2
Is the project completed through the design phase?	☐	1
Is right-of-way readily available and documented for the project?	☐	2
Maximum Points Awarded		5

Criterion #7 Description (required): _____

Criterion #8 Public Support/Special Considerations (5 points maximum)

Describe whether the proposed facility has public support and provide documentation (e.g., letters of support/signed petitions/public comments from community groups, homeowners associations, school administrators). Describe any special issues or concerns that are not being addressed by the other criteria.

Public Support/Special Considerations	Check All that Apply	Max. Points
Is documented public support provided for the project? Are there any special issues or concerns?	☐	5
Maximum Points Awarded		5

Criterion #8 Description (required): _____

Criterion #9 Local Matching Funds > 10% of Total Project Cost (20 points maximum)

If local matching funds greater than 10% of the estimated project cost are available, describe the local matching fund package in detail.

Local Matching Funds > 10% of Total Project Cost	Check One	Max. Points
Is the Applicant committing to a local match greater than 10% of the estimated total project cost?	☐ Yes ☐ No	
10.0% < Local Matching Funds < 12.5%	☐	2
12.5% ≤ Local Matching Funds < 15.0%	☐	4
15.0% ≤ Local Matching Funds < 17.5%	☐	6
17.5% ≤ Local Matching Funds < 20.0%	☐	8
20.0% ≤ Local Matching Funds < 22.5%	☐	10
22.5% ≤ Local Matching Funds < 25.0%	☐	12
25.0% ≤ Local Matching Funds < 27.5%	☐	14
27.5% ≤ Local Matching Funds < 30.0%	☐	16
30.0% ≤ Local Matching Funds < 32.5%	☐	18
32.5% ≤ Local Matching Funds	☐	20
Maximum Points Awarded		20

Criterion #9 Description (required): _____

Criterion #10 Value-Added Tie Breaker (if necessary) (variable points)

Projects with equal scores after evaluations using the eight Project Proposal Criteria are subject to the Value-Added Tie Breaker. The BPAC and Project Review Subcommittee are authorized to award tie breaker points based on the additional value added by the project. A written explanation of the circumstances and amount of tie breaker points awarded for each project will be provided.

Volusia-Flagler TPO Complete Streets Policy Goals

- Reduce injuries and fatalities
- Provide transportation options for people of all ages, physical abilities, and income levels
- Improve health by promoting active lifestyles through design to realize long-term health impacts
- Support equitable access to employment opportunities and civic resources
- Support economically healthy/vibrant communities
- Implement resilient and sustainable solutions

Proposed Funding Source (required by the Volusia-Flagler TPO)

Work Type	Federal/ State \$	Local \$	Project Cost Estimate \$ *
Planning Development (Corridor or Feasibility Study)	\$	\$	\$ 0.00
Project Development and Environment Study (PD&E)	\$	\$	\$ 0.00
Design	\$	\$	\$ 0.00
Right-of-way Acquisition	\$	\$	\$ 0.00
Construction	\$	\$	\$ 0.00
CEI	\$	\$	\$ 0.00
Other:	\$	\$	\$ 0.00
Total Project Cost Estimate:	\$ 0.00	\$ 0.00	\$ 0.00



2026 Priority Process for Bicycle/Pedestrian Projects

Feasibility Studies

1. Local government submits project(s)
2. BPAC reviews and ranks projects for feasibility studies
3. The TPO Board will approve a final ranking of all projects
4. TPO requests a Fee Proposal from consultant to perform a feasibility study
5. TPO schedules a scoping meeting with the consultant, FDOT and local government(s)
6. Consultant provides Fee Proposal to TPO
7. Local government pays the 10% local match for the feasibility study based on the Fee Proposal. TPO pays the majority of the cost for a consultant to perform feasibility studies on the higher-ranking projects. (Local governments can bypass the TPO Study if they pay for the feasibility study themselves.)
8. TPO gives the consultant a Notice to Proceed on the feasibility study
9. Draft feasibility study is reviewed and approved by the TPO, FDOT and local government(s)
10. Final feasibility study is completed

Project Implementation

1. Local government submits project(s) and an official letter agreeing to pay at least 10% of the programmed project implementation cost, and agreeing to pay for any cost overruns
2. BPAC reviews and ranks projects for project implementation
3. The TPO Board will approve a final ranking of all projects
4. TPO coordinates with FDOT to program the project in the next available fiscal year of the FDOT Work Program
5. Construction of top ranked project is approximately 2-4 years

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2025-17

RESOLUTION OF THE VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION (TPO) REAFFIRMING THE POLICY FOR THE ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE VOLUSIA-FLAGLER 2050 LONG RANGE TRANSPORTATION PLAN (LRTP)

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization, DBA the Volusia-Flagler Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) of Volusia and Flagler Counties; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia-Flagler TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant (STBG) Program projects list of the annual Transportation Improvement Program (TIP) submission; and

WHEREAS, each year the appropriate Volusia-Flagler TPO committees, made up of a cross-section of interested citizens and technical staff, are charged with the responsibility of drafting a list of prioritized projects; and

WHEREAS, it is the responsibility of the Volusia-Flagler TPO to establish project priorities that are equitable for all areas within the Volusia-Flagler TPO's planning boundaries; and

WHEREAS, the Volusia-Flagler TPO reaffirms its commitment to the priority process and related policies.

NOW, THEREFORE, BE IT RESOLVED by the Volusia-Flagler TPO that:

1. The Volusia-Flagler TPO's total Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) funding goals will be made in the following manner: 40% of the total SU funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities, 30% of the total SU funds will be used for Transit Project Priorities, and 30% of the total SU funds will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and

2. Other state and federal funds identified in the 2050 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked in both the bicycle/pedestrian focused and the traffic operations focused project categories if the bicycle/pedestrian cost component of the project is greater than 20% of the total project cost. Projects that do not meet this threshold shall be submitted and ranked in the traffic operations focused category only. The project applications shall include the cost breakdown between the bicycle/pedestrian component and the traffic operations component of the project. When programming mixed projects, funding amounts drawn down from each set-aside category (bicycle/pedestrian focused vs. traffic operations focused) shall be consistent with the cost component of that category; and
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the Volusia-Flagler TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos; and
5. Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA; and
6. Any remaining Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) funds in the current fiscal year should first be allocated to eligible projects within the same project category Priority List (bicycle/pedestrian focused or traffic operations focused). If no projects are eligible within the same category the remaining funds may be reallocated for other projects on the Priority List or to cover project cost increases consistent with Resolution 2025-18; and
7. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
8. The Chairperson of the Volusia-Flagler TPO (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
 - a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the Volusia-Flagler TPO held on the 19th day of November 2025.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

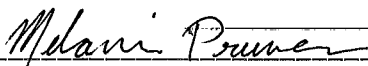


**CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia-Flagler TPO held on November 19, 2025.

ATTEST:



**MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2025-18

**RESOLUTION OF THE VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION (TPO)
REAFFIRMING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS
FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization, DBA the Volusia-Flagler Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) of Volusia and Flagler Counties; and

WHEREAS, the FDOT funds projects in the Work Program based on the plans and priorities set by the TPO; and

WHEREAS, the Volusia-Flagler TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs that are consistent with the TPO's plans and priorities and benefit residents of and visitors to our planning area; and

WHEREAS, the Volusia-Flagler TPO wants to leverage the state and federal transportation funds programmed on transportation projects in the TPO's MPA and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds.

NOW, THEREFORE, BE IT RESOLVED by the Volusia-Flagler TPO that:

1. Every governmental entity receiving state and/or federal transportation funds for a project on any of the following Priority Project Lists shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds:
 - a. Traffic Operations, Safety, and Local Initiatives Projects;
 - b. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects.

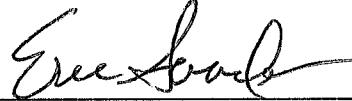
This match requirement shall not apply to projects on the State Highway System; and

2. Every governmental entity receiving state and/or federal transportation funds for a project on the TPO's Priority List of Transportation Planning Studies shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds; and
3. A local match shall not be required for any project on the TPO's Priority Lists of Strategic Intermodal System (SIS) Projects, Regionally-Significant Non-SIS Roadway Projects, or Transit Projects, subject to any other funding program requirements that may apply (e.g., Transportation Regional Incentive Program); and

4. The Volusia-Flagler TPO determines that "local match" shall be defined as non-state/non-federal cash match and/or in-kind services of eligible costs that advance the project in question; and
5. Notwithstanding the terms prescribed in subparagraphs 1 and 2, above, the required local match shall not exceed the ratio required in the current policy of the TPO Board at the time the governmental entity requests funding unless the local governmental entity commits to a higher local match for the project; and
6. The Volusia-Flagler TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. The Volusia-Flagler TPO defines a cost overrun as an increase in the amount of the cost of any programmed project phase due to a change in scope, project limits, or project approach that could have reasonably been foreseen or is the result of an incomplete, insufficient, or out of date cost estimate; and
8. The Volusia-Flagler TPO reaffirms its policy that any cost overruns encountered on a project funded with state and/or federal transportation funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
9. The Volusia-Flagler TPO defines a cost increase as an increase in the cost of any programmed project phase due to unforeseen market changes or a change in requirements and/or standards for projects that have current and complete cost estimates; and
10. Requests for additional state and/or federal funds must be submitted to the TPO and include a statement of hardship or justification by the governmental entity identified as the project sponsor along with supporting documentation that includes detailed justification of the change in cost; and
11. The Volusia-Flagler TPO Executive Director may authorize the use of state and/or federal funds to cover some or all of a justified cost increase on any project phase up to and including 50% of the project cost estimate for that phase; and
12. The use of state and/or federal funds to cover cost increases exceeding 50% of the project cost estimate for any phase may be authorized only by the Volusia-Flagler TPO Board; and
13. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
14. The Chairperson of the Volusia-Flagler TPO (or their designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);
 - c. Federal Highway Administration (through the Florida Department of Transportation); and
 - d. Councils, Commissions, and Managers of the TPO Member Local Governments.

DONE AND RESOLVED at the regularly convened meeting of the Volusia-Flagler TPO held on the **19th** day of **November 2025**.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



**CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia-Flagler TPO held on **November 19, 2025**.

ATTEST:



**MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2025-19

**RESOLUTION OF THE VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION
REAFFIRMING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION
PRIORITY PROJECTS**

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization, DBA the Volusia-Flagler Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) of Volusia and Flagler Counties; and

WHEREAS, 23 C.F.R. 450.104 provides that the Volusia-Flagler TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

WHEREAS, each year the appropriate Volusia-Flagler TPO committees made up of a cross-section of interested citizens and technical staff are charged with the responsibility of drafting a list of prioritized projects; and

WHEREAS, it is the responsibility of the Volusia-Flagler TPO to establish project priorities for all areas of the TPO's MPA; and

WHEREAS, the Volusia-Flagler TPO reaffirms its commitment to the priority process and related policies.

NOW, THEREFORE, BE IT RESOLVED by the Volusia-Flagler TPO that the following policies are established to prioritize transportation projects throughout the TPO's MPA:

1. The project application and evaluation criteria approved by the Volusia-Flagler TPO Board shall be used to solicit and evaluate projects for priority ranking in the transportation program categories listed below:
 - a. Florida Strategic Intermodal System (SIS) Projects;
 - b. Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects;

- c. Traffic Operations, Safety, and Local Initiatives Projects;
 - d. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects;
 - e. Public Transit Projects; and
 - f. Transportation Planning Studies.
- 2. Volusia-Flagler TPO projects that were previously ranked and have a Financial Management (FM) number and are in the Florida Department of Transportation Work Program will automatically be prioritized above projects that are not currently in the FDOT Five-Year Work Program; and
 - 3. Projects which are ranked one through eight on Tier "B" of the Prioritized List of Traffic Operations, Safety, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program; and
 - 4. Projects which are ranked one through three on Tier "B" of the Prioritized List of Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program; and
 - 5. If, at any time, two or more lists of prioritized projects are merged into a new list, every project that was protected prior to the merger shall retain its protected status, and no new or previously unprotected project shall be deemed to be protected unless and until it advances to the protected rank prescribed for the new merged list; and
 - 6. The Volusia-Flagler TPO will only re-prioritize or add projects when the TPO Board determines a) unusual circumstances support such action, b) the circumstances are not of a recurring nature, c) the circumstances do not result from the actions of the project sponsor, and d) the proposed reprioritization or addition will not be contrary to the public interest; and
 - 7. Requests to change the priority or to add a project must include a statement of hardship by the requestor along with supporting documentation that includes detailed justification of need and an assessment of the impacts to the programming of prioritized projects; and
 - 8. It is the responsibility of the Volusia-Flagler TPO and FDOT staff to provide the Volusia-Flagler TPO members with current information and data on project status and to assist the members in their efforts to make informed decisions regarding the prioritized projects lists; and

9. The Volusia-Flagler TPO shall, in its discretion, make all decisions regarding the final prioritized project lists that are annually submitted to FDOT; and
10. Once a project has attained protected status, it should be programmed within 3 years. If it has not been programmed during that time due to inactivity on the part of the project sponsor, then the project will be removed from the list of priority projects. The project sponsor may resubmit the project for open ranking on any subsequent call for projects; and
11. Per the approved Annual Call for Projects schedule, the project sponsor shall annually submit a letter to the Volusia-Flagler TPO affirming their continued support to retain each project on the priority list and provide updated cost estimates for all unfunded phases of each project they sponsor on the Regionally Significant Non-SIS, Tier "A" and Tier "B" project lists. Updated cost estimates for projects or project phases that are currently funded/programmed are considered a request for additional funding and subject to the TPO's cost increase/cost overrun policy. Requests for additional funding shall be submitted to the TPO on the appropriate form. Pending availability of funds, updates to planning level construction costs (CST/CEI) that were programmed prior to the completion of the design (PE) phase may be updated one time following the completion of the PE phase without being considered a request for additional funding; and
12. The letter shall also provide support from the project sponsor for any Transportation Regional Incentive Program (TRIP) eligible project(s) which they are ready to advance into the Work Program and TIP and provide a commitment of local matching funds, if required, and any SUN Trail eligible projects which the local government intends to submit for SUN Trail funding during the state's open call for funding. These projects shall be compiled into an unranked TRIP list and unranked SUN Trail list; and
13. The Volusia-Flagler TPO shall use this project prioritization process to support the development of Regional Priority Lists in the areas of Trails, Transit, Transportation Systems Management and Operations (TSM&O), and Planning Studies; and
14. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
15. the Chairperson of the Volusia-Flagler TPO, (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
 - a. Florida Department of Transportation (FDOT); and
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the Volusia-Flagler TPO held on the 19th day of November 2025.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



**CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Volusia-Flagler TPO held on November 19, 2025.

ATTEST:



**MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**