



## 2022 Application for Project Prioritization **Bicycle/Pedestrian Projects**

**December 2021**

### **General Instructions:**

For the 2021 Call for Projects, the R2CTPO 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 R2CTPO has two different application forms for Bicycle/Pedestrian and B/P Local Initiatives 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 R2CTPO 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), right-of-way (phase 48), and construction (phase 58). There is no minimum threshold programming amount for construction engineering inspection (CEI).

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 26, 2021. After the List of Prioritized Projects is adopted by the R2CTPO Board in June, if a project is withdrawn by the sponsor, an official letter of withdrawal and/or email must be submitted to the R2CTPO within thirty (30) days.

**Incomplete applications will not be accepted.**

**Eligible Project Sponsors for the 2022 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 funds**<sup>1</sup>:

- 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 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 **River to Sea TPO's Bicycle and Pedestrian Plan** <https://www.r2ctpo.org/planning-studies/bicycle-pedestrian/draft-bicycle-pedestrian-plan/> or a local government adopted **Bicycle/Pedestrian Plan**.

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

- If **Yes** – the project is eligible.

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<sup>1</sup> It is the River to Sea 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.

- 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:**

R2CTPO Resolution 2021-XX 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. 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 R2CTPO'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 R2CTPO Board. Other funds (in addition to SU funds) may be used to fund project phases or overall costs.

**Electronic and "Hard Copy" 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 R2CTPO FTP site:

<https://www3.mydocsonline.com/customerupload/b4bbf6f197bbf605f029f13c7936>

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 R2CTPO staff to discuss other options. If you are unable to upload to the R2CTPO FTP site, please contact R2CTPO staff to discuss other options.

6. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.
7. Submit any available right-of-way information.
8. **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".
9. 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**

**R2CTPO staff will provide assistance in completing an application at the request of any member local government.**

## Bicycle/Pedestrian Links

- [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 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](#)