

2012/13 Alameda County Coordinated Funding Program Guidelines

Introduction

The Alameda County Transportation Commission (Alameda CTC) is responsible for planning, funding and delivering transportation projects and programs within Alameda County. The Alameda CTC is responsible for programming Federal, State and Local transportation funds such as the Measure B Grants and the Vehicle Registration Fee discretionary funds. This document provides guidelines for the 2012/13 Alameda County Coordinated Funding Program. The coordinated programming is intended to reduce the number of applications required from project sponsors and to bring multiple county level programming efforts for various transportation funding sources under a unified programming and evaluation schedule.

The following funding sources are being coordinated with a unified call for projects:

1. Federal One Bay Area Grant (OBAG) Funds
 - a. Surface Transportation Program (STP)
 - b. Congestion Mitigation Air Quality (CMAQ)

2. Local Funds
 - a. Measure B Bicycle/Pedestrian Countywide Discretionary Fund (CDF)
 - b. Vehicle Registration Fee (VRF) Pedestrian and Bicyclist Access and Safety Program
 - c. Vehicle Registration Fee (VRF) Transit for Congestion Relief Program
 - d. Measure B Countywide Express Bus Service Fund

Overall, \$65.2 million in funding is estimated to be available for transportation projects. Based on the transportation project and the eligibility requirements of the available fund sources, a local jurisdiction may choose to apply for OBAG, Local or a combination of OBAG and Local funds.

FEDERAL FUNDS:

One Bay Area Grant (OBAG)

The OBAG program is part of the Metropolitan Transportation Commission's (MTC) Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) federal funding sources for the next four fiscal years (FY 2012-13 through FY 2015-16). The OBAG program supports California's climate law, SB 375, which requires a Sustainable Communities Strategy to integrate land use and transportation to reduce greenhouse gas emissions.

Overall, OBAG Program goals include:

- Support the Sustainable Communities Strategy by linking transportation dollars to land use decisions,
- Target transportation investments to support Priority Development Areas (PDAs), and
- Select transportation projects for OBAG funding based on a PDA Investment and Growth Strategy.

Alameda County's share of the OBAG funding is \$53.9 million of STP/CMAQ spread over four fiscal years (FY 2012-13 through FY 2015-16). In Alameda County, 70 percent of the overall OBAG funding must be programmed to transportation projects that support Priority Development Areas (PDAs) and the remaining 30 percent of the OBAG funds may be programmed for transportation projects anywhere in the county.

LOCAL FUNDS:

Measure B Bicycle/Pedestrian Countywide Discretionary Fund

Measure B, approved by Alameda County voters in 2000, is a half-cent transportation sales tax that is financing a multitude of projects to improve the County's transportation system. Collections began in April 2002 and will continue through March 2022. The Measure B Expenditure Plan outlines projects and programs that will be funded with the sales tax revenue. Five percent (5%) of the net revenue collected is dedicated to bicycle and pedestrian projects. The 5% is then further separated into two funding pots:

- 75% of the funds are local "pass-through" funds which are distributed to Alameda County cities and the County based on population; and
- 25% of the funds are distributed on a discretionary basis through the Measure B Bicycle and Pedestrian Countywide Discretionary Fund.

The funds are used to expand and enhance bicycle and pedestrian access, convenience, safety and usage in Alameda County, focusing on projects and programs with countywide priorities in the Countywide Bicycle Plan and Countywide Pedestrian Plan. This program will equally fund bicycle and pedestrian projects over the lifetime of Measure B. These guidelines address the distribution of the 25% discretionary funds. \$2.5 Million of Measure B CDF funds will be available for eligible bicycle and pedestrian projects. (Includes Local match for Countywide SR2S program approved by Alameda CTC Board)

Vehicle Registration Fee (VRF) Pedestrian and Bicyclist Access and Safety Program

The Vehicle Registration Fee (VRF), approved as Measure F by Alameda County voters in 2010, is a \$10 per year vehicle registration fee on each annual motor vehicle registration or renewal of registration in Alameda County starting in May 2011. The goal of the VRF program is to support transportation investments in a way that sustains the County's transportation network and reduces traffic congestion and vehicle-related pollution. The VRF Pedestrian and Bicyclist Access and Safety Program is a competitive grant program that is funded with 5% of VRF funds. This program is to improve the safety of bicyclists and pedestrians by reducing conflicts with motor vehicles and reducing congestion in areas such as schools, downtowns, transit hubs, and other high activity locations. It will also seek to improve bicyclist and pedestrian safety on arterials and other locally-maintained roads. \$1.5 Million of VRF Bike and Pedestrian funds will be available for eligible bicycle and pedestrian projects. (Includes Local match for Countywide SR2S program approved by Alameda CTC Board)

Vehicle Registration Fee (VRF) Transit for Congestion Relief Program

The VRF Transit for Congestion Relief Program is a competitive grant program that is funded with 25% of VRF funds. This program is to make it easier for drivers to use public transportation, make the existing transit system more efficient and effective, and improve access to schools and jobs. The goal of this program is to decrease automobile usage and thereby reduce both localized and area wide congestion and air pollution. \$5 Million of VRF Transit funds will be available for eligible transit projects.

Measure B Countywide Express Bus Service Fund

The Measure B Countywide Express Bus Service Fund is a competitive grant program that is funded with 0.7% of the net sales tax revenue collected and is dedicated to express bus service projects. The goal of the Express Bus Grant Program is to create, expand, and enhance express bus services, focusing on projects with countywide significance. \$2.2 Million of Measure B Express Bus funds will be available for eligible AC Transit and LAVTA projects.

Fund Estimate

Overall, \$65.2 million in funding is estimated to be available for transportation projects. Table 1 lists the funding source as well as maximum and minimum grant award.

Table 1: Coordinated Program Fund Estimate

Program	Fund Estimate (\$)	Maximum Grant Award (\$)	Minimum Grant Award (\$)
OBAG-LSR	15,257,000	NA	500,000
OBAG-PDA Supportive Transportation Investments	38,702,000	NA	500,000
Measure B Bike/Ped CDF	2,500,000*	1,000,000	20,000
VRF Bike/Ped	1,500,000*	1,000,000	20,000
VRF Transit	5,000,000	1,000,000	50,000
Measure B Express Bus	2,200,000	1,000,000	100,000
Total	65,159,000		

* Includes Local match for Countywide SR2S program approved by Alameda CTC Board

Coordinated Funding Programming Principles

The goal of the Coordinated Funding Programming is to minimize the number of applications required from project sponsors and to consider multiple county level programming efforts for various funding sources under a unified programming and evaluation schedule. The coordinated programming effort is also intended to provide funding for projects in the context of all programming commitments of the Alameda CTC.

- Transportation project must be sponsored by an eligible public agency or non-profit qualified to receive federal and / or local funds. Additional requirements include:
 - Non-profits can apply for Measure B Bike / Ped CDF
 - Only AC Transit and LAVTA can apply for Measure B Express Bus funds
- To be eligible to receive federal funds through the OBAG Program Local agency should:
 1. Adopt a Complete Streets Resolutions (or compliant General Plan) by April 1, 2013,
 2. Receive Certification of housing element by the California Department of Housing and Community Development by January 31, 2013.
 3. Complete Local Agency Certification Checklist (See Appendix FF)
- Transportation project must be eligible for funding from one or more of the fund programs incorporated into the coordinated program.
 - Local jurisdiction may choose to apply for OBAG, Local or a combination of OBAG and Local funds
 - Programming actions may include OBAG, Local or a combination of OBAG and Local funds.
- Alameda CTC may prioritize local funds as matching funds for projects requesting OBAG funding.
- Measure B and / or VRF Bike and Pedestrian funds will be used as a local match for the Safe Routes to School Program.
- Under the OBAG Program, Alameda CTC will program approximately \$15.2 million of STP funds for eligible Local Streets and Roads (LSR) projects. This programming will support the “fix it first” strategy as well as address the LSR maintenance shortfall in Alameda County. This category of projects is not eligible for CMAQ funding. The LSR funding will be sub-allocated to the cities and County based on a 50% Population and 50% Lane Miles formula. The target numbers generated as a result of this formula will be the maximum LSR funds that may be received by a jurisdiction. The minimum LSR funds a jurisdiction may receive is \$100,000.
- Transportation projects will be required to meet Regional Project Delivery Guidelines (MTC Reso. No. 3606 at http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf) and Alameda CTC’s Master Program Funding Agreement requirements.

- Transportation projects within or having proximate access to “Active” PDAs as listed in Alameda CTC’s Priority Development Area Investment and Growth Strategy are eligible to apply for OBAG PDA Supportive category funds.
- Applications for funds below “Minimum” Grant amounts will be considered on a case by case basis.
- Transportation projects are required to be consistent with the adopted Regional Transportation Plan and the Alameda Countywide Transportation Plan.
- Transportation projects requesting OBAG funds must have 11.47% minimum local match in committed funds.
- Project sponsor is required to provide the expertise and staff resources necessary to successfully deliver projects within the constraints of the funding source requirements.
- Transportation projects applying for OBAG funds are required to complete MTC’s Routine Accommodation Checklist to comply with MTC’s Complete Streets Policy.
- Transportation projects will be selected for the program based on project eligibility, merit, and deliverability within established deadlines. Alameda CTC will not be responsible any cost overruns. Project sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project, including contingencies.
- Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.), and the National Environmental Protection Act (42 USC Section 4-1 et seq.) standards and procedures for all projects with federal funds.
- For projects approved for federal funding, sponsors must submit a completed TIP project application through MTC’s Funding Management System (FMS).
- Sponsors of approved projects must submit a Resolution of Local Support approved by the project sponsor’s governing board or council.

Eligible Project/Program Type

The following table details some of the major project/program types and the eligible funding sources. Additional details and expanded projects/programs information are included in Appendix AA.

<i>Examples of Eligible Project/Program Type:</i>	OBAG		Measure B		VRF	
	STP	CMAQ	Bike Ped	Express Bus	Bike Ped	Transit
Bicycle capital projects	X	X	X		X	
Pedestrian capital projects	X	X	X		X	
Bike parking & bike racks on buses	X	X	X		X	
Feasibility studies/ preliminary design for bicycle/pedestrian projects	X		X		X	
Maintenance of Class 1 bikeways and bike-transit facilities	X		X		X	
Bike and/or ped master plans (and plan updates)	X		X		X	
Bike and/or ped promotion or education programs	X		X		X	
Safe Routes to Schools education and outreach	X	X	X		X	
Transportation Demand and Traffic Management	X	X				
Transit capital, expansion and operations	X			X		X
Rideshare programs	X	X				
Arterial management projects	X	X				
Signal improvements	X	X				X
Road Rehabilitation	X					

Programming Schedule

Overall, \$65.2 million funds will be programmed as a part of the 2012/13 Coordinated Programming effort. The OBAG funds comprise approximately 80% of the total funds available. MTC has requested an OBAG program recommendation by June 30, 2013. The programming schedule of the Coordinate Program will be synchronized with the OBAG schedule.

DEADLINES	ACTIONS
February 2013	Release call for projects
March 15, 2013	Applications due to Alameda CTC
May 2013	Draft Program to Committees and Commission
June 2013	Final Program to Committees and Commission
June 2013	Submittal of the OBAG program to MTC
July 2013	MTC Approves OBAG Program of Projects
Fall 2013	Projects entered in MTC's Transportation Improvement Program (TIP)

Programming Categories

The Coordinated Program includes Federal (OBAG), Measure B and VRF funds. The OBAG funds comprise approximately 80% of the total funds available. The remaining 20% includes Measure B Bike / Ped CDF, Measure B Express Bus Grant, VRF Bike / Ped Grant and VRF Transit funds. The Coordinated Program will evaluate all projects in relation to the eligibility of each fund source. Detailed in this section are specific requirements of individual fund sources in the Coordinated Program.

The OBAG funds will be programmed to the Local Streets and Roads and PDA Supportive Transportation Investments categories.

Local Streets and Roads (LSR)

Alameda CTC will program approximately \$15.2 million of OBAG funds for eligible LSR projects. This programming will support the “fix it first” strategy as well as address the LSR maintenance shortfall in Alameda County. This category of projects is not eligible for CMAQ funding. The LSR funding will be sub-allocated to the cities and County based on a 50% Population and 50% Lane Miles formula. The target numbers generated as a result of this formula will be the maximum LSR funds that may be received by a jurisdiction. The minimum LSR funds a jurisdiction may receive is \$100,000.

To be eligible for funding for LSR preservation project(s), the jurisdiction must have an MTC certified Pavement Management Program (StreetSaver® or equivalent). Pavement projects will be based on the needs analysis resulting from the established Pavement Management Program (PMP) for the jurisdiction. PMP certification status can be found at www.mtcpsms.org/ptap/cert.html. Other project specific eligibility requirements for LSR projects include:

Pavement Rehabilitation:

Pavement rehabilitation projects (pavement segments with a PCI below 70) should be consistent with segments recommended for treatment within the programming cycle by the jurisdiction’s PMP.

Federal-Aid Eligible Facilities: Federal-aid highways as defined in 23 U.S.C. 101(a)(5) are eligible for local streets and roads preservation funding. A federal-aid highway is a public road that is not classified as a rural minor collector or local road or lower. Project sponsors will be required to confirm the eligibility of their roadway through the Highway Performance Monitoring System (HPMS) as a part of the application for funding.

Non-Pavement:

Eligible non-pavement activities and projects include rehabilitation or replacement of existing features on the roadway facility, such as storm drains, National Pollutant Discharge Elimination System (NPDES), curbs, gutters, culverts, medians, guardrails, safety features, signals, signage, sidewalks, ramps and features that bring the facility to current standards. The jurisdiction must still have a certified PMP to be eligible for improvements to non-pavement features.

Activities that are not eligible for funding include: Air quality non-exempt projects (unless granted an exception by MTC staff), capacity expansion, new roadways, roadway extensions, right of way acquisition (for future expansion), operations, routine maintenance, spot application, enhancements that are above and beyond repair or replacement of existing assets (other than bringing roadway to current standards), and any pavement application not recommended by the Pavement Management Program unless otherwise allowed above.

Federal Aid Secondary (FAS) Program Set-Aside: While passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 dissolved the Federal Aid Secondary (FAS) program, California statutes provide the continuation of minimum funding to counties, guaranteeing their prior FAS shares. The first three years of Cycle 2 FAS were programmed under the Cycle 1 FAS program (covering a total 6-year period from 2008/09 to 2014/15). Cycle 2 of the OBAG federal funding includes four years of funding through FY 2015/16. Funding provided to the County under OBAG will apply towards the FAS program requirement.

Preventive Maintenance: Only projects where pavement segments have a Pavement Condition Index (PCI) of 70 or above are eligible for preventive maintenance. In such cases the local agency's Pavement Management Program (PMP) must demonstrate that the preventive maintenance strategy is a cost effective method of extending the service life of the pavement.

Caltrans maintains a database of the functional classifications for a majority of the roadways in California. For a general description of the functional classification system, please see http://www.dot.ca.gov/hq/tsip/hseb/func_clas.html. The California Road System (CRS) maps are accessible online at http://dot.ca.gov/hq/tsip/hseb/crs_maps/index.php.

LSR projects may be included in the PDA Supportive category based on the location of the project.

The Local funds programmed as a part of the coordinated programming effort cannot be used as local match for the LSR program.

Local Streets and Roads Targets

Jurisdiction in Alameda County	LSR Target Share
County of Alameda	\$1,664,840
Alameda	\$635,374
Albany	\$ 148,711
Berkeley	\$1,005,702
Dublin	\$469,932
Emeryville	\$100,000
Fremont	\$2,104,615
Hayward	\$1,335,550
Livermore	\$1,052,780
Newark	\$454,076
Oakland	\$3,851,136
Piedmont	\$128,963
Pleasanton	\$831,849
San Leandro	\$804,507
Union City	\$668,965
COUNTY TOTAL	\$15,257,000

PDA Supportive Transportation Investment

Alameda CTC will program approximately \$38.7 million of OBAG funds for eligible PDA supportive Transportation Investment Projects. The purpose of PDA Supportive Transportation Investments is to support community based transportation projects that promote new vibrancy to downtown areas, commercial cores, high density neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work and visit. This category supports the RTP/SCS by investing in improvements and facilities that promote alternative transportation modes rather than the single-occupant automobile. General project categories:

- Station Improvements such as plazas, station access pocket parks, bicycle parking
- Complete streets improvements that encourage bicycle and pedestrian access
- Transportation Demand Management projects including car sharing, vanpooling traveler coordination and information or Clipper®-related projects
- Connectivity projects connecting high density housing and / or jobs to transit, such as bicycle/pedestrian paths and bridges and safe routes to transit.
- Streetscape projects focusing on high-impact, multi-modal improvements or associated with high density housing and transit (bulb outs, sidewalk widening , cross walk enhancements, audible signal modification, mid-block crossing and signal, new striping for bicycle lanes and road diets, pedestrian street lighting, medians, pedestrian refugees, way finding signage, pedestrian scaled street furniture including bus shelters, tree grates, benches, bollards, magazine racks, garbage and recycling bins, permanent bicycle racks, signal modification for bicycle detection, street trees, planters, costs associated with on-site storm water management, permeable paving)

This category may also fund a wide range of bicycle and pedestrian improvements including Class I, II and III bicycle facilities, bicycle education, outreach, sharing and parking, sidewalks, ramps, pathways and pedestrian bridges, user safety and supporting facilities, and traffic signal actuation. According to CMAQ eligibility requirements, bicycle and pedestrian facilities must not be exclusively recreational and must reduce vehicle trips resulting in air pollution reductions. To meet the needs of users, hours of operation need to be reasonable and support bicycle / pedestrian needs particularly during commute periods. For example the policy that a trail be closed to users before sunrise or after sunset limits users from using the facility during the peak commute hours, particularly during times of the year with shorter days.

This category may include projects within the geographic boundaries of “Active” PDAs as well as projects considered in “proximate access” to an “Active” PDA. “Active” PDAs have been defined through the PDA Investment and Growth Strategy. The summary of “Active” PDAs is defined in Appendix EE. If the project is not physically located within the boundaries of a PDA, sponsor will need to describe and document the benefit of the proposed transportation improvement for travel to or from a PDA or between the PDA and a job center or other important activity centers and community services.

Purpose

The goal of this program is to decrease automobile usage and thereby reduce both localized and area wide congestion and air pollution. This program will seek to improve, expand and enhance bicycle and pedestrian access, safety, convenience and usage in Alameda County. It will also make it easier for drivers to use public transportation, make the existing transit system more efficient and effective, and improve access to schools and jobs.

Eligible Applicants

Local agency must be an eligible public agency qualified to receive federal funds.

Location of Projects

Eligible Projects must support one of the 17 “Active” PDAs located within Alameda County.

Program Priorities

Projects that address regionally significant issues and improve access to transit, complete streets improvements that encourage bicycle and pedestrian access, improvements that connect high density housing and/or jobs to transit, streetscape projects focusing on high-impact, multi-modal improvements serving high density housing and transit will be given consideration. Requests for OBAG matching funds will also be considered.

Eligibility, Screening and Selection Criteria

Projects will first be screened for eligibility and will then be prioritized based on project selection criteria. The project selection criteria will include project deliverability criteria as well as land use criteria mandated by the OBAG program.

OBAG Eligibility Criteria

Local agency must be an eligible public agency qualified to receive federal funds.. In addition, there are two major requirements that must be met for local jurisdictions to be eligible to receive federal funds through the OBAG Program:

1. Adoption of Complete Streets Resolutions by April 1, 2013 (or compliant General Plan),
2. Certification of housing element by the California Department of Housing and Community Development by January 31, 2013.

The local jurisdiction will need to complete the Local Agency OBAG Checklist that certifies the requirements have been met.

OBAG Screening Criteria

Projects must meet all screening criteria in order to be considered for OBAG funding. The screening criteria focus on meeting the eligibility requirements for OBAG funds and include the following factors:

- Project must be eligible for funding from one or more of the fund programs incorporated into OBAG:
 - PDA Supportive Transportation Investments
 - Local Streets and Roads Preservation

- A PDA supportive Transportation Investment project must be in a PDA, or meet the minimum definition of “Proximate Access” to a PDA
 - Project must be in an “Active” PDA as identified in the Alameda County PDA Investment and Growth Strategy
 - If the project is not physically located within the boundaries of a PDA, sponsor needs to describe and document the benefit of the proposed transportation improvement for travel to or from a PDA or between the PDA and a job center or other important community services or areas or between PDAs
 - Sponsors may submit LSR projects that are located either inside and/or outside the PDAs.

- Minimum grant request is \$500,000. Requests for less than this amount will be considered on a case by case basis.

- Project is consistent with the adopted Regional Transportation Plan and the Alameda Countywide Transportation Plan.

- Project must have the required 11.47% local match in committed or programmed funds.

- OBAG funds are further detailed in Appendix BB

OBAG Selection Criteria

The project selection criteria will include project deliverability criteria as well as specific land use criteria mandated by the OBAG program. Projects that meet all of the OBAG screening criteria will be prioritized for OBAG funding based on the factors listed below.

Index	Final OBAG Selection / Scoring Criteria	Proposed Weight
<i>Delivery Criteria</i>		
1	Transportation Project Readiness <ul style="list-style-type: none"> • Funding plan, budget and schedule • Implementation issues • Agency governing body approvals • Local community support • Coordination with partners • Identified stakeholders 	25
2	Transportation Project is well-defined and results in a usable segment <ul style="list-style-type: none"> • Defined scope • Useable segment. • Project study report / equivalent scoping document 	10
3	Transportation project need / benefit / effectiveness (includes Safety) <ul style="list-style-type: none"> • Defined project need • Defined benefit • Defined safety and/or security benefits 	15
4	Sustainability (Ownership / Lifecycle / Maintenance) <ul style="list-style-type: none"> • Identify funding and responsible agency for maintaining the transportation project • Transportation Project identified in a long term development plan 	5
5	Matching Funds <ul style="list-style-type: none"> • Direct Project Matching above Minimum required Local Match 	5
<i>Subtotal</i>		60

<i>Land Use Criteria (Mandated by OBAG)</i>		
6	PDA Supportive Investments (Includes Proximate Access) <ul style="list-style-type: none"> • Transportation Project supports connectivity to Jobs/ Transit centers / Activity Centers for a PDA • Transportation Project provides multi modal travel options 	5
7	Transportation Investment addressing / implementing planned vision of PDA <ul style="list-style-type: none"> • PDA transportation facility will be X% complete with project 	4

	High Impact project areas.	
a	<p>Housing Growth</p> <ul style="list-style-type: none"> • Projected growth of Housing Units in PDA 	2
b	<p>Jobs Growth</p> <ul style="list-style-type: none"> • Projected growth of Jobs in PDA 	2
c	<p>Improved transportation choices for all income levels</p> <ul style="list-style-type: none"> • Proximity of alternative transportation mode project to a major transit or high quality transit corridor stop 	6
d	<p>PDA parking management and pricing policies</p> <ul style="list-style-type: none"> • Parking Policies • Other TDM strategies 	3
8	<p>Policies/actions to increase the supply of affordable housing</p> <ul style="list-style-type: none"> • Inclusionary zoning ordinance or in-lieu fee • Land banking • Housing trust fund • Fast-track permitting for affordable housing • Reduced, deferred or waived fees for affordable housing • Second units permitted by right • Density bonus for affordable housing • Flexible design standards to facilitate affordable housing production • Affordable housing mitigation fee (i.e., development impact fee to fund workforce or affordable housing) 	3
	<p>Policies/actions to preserve affordable housing</p> <ul style="list-style-type: none"> • Condo conversion ordinance regulating the conversion of apartments to condos • SRO conversion ordinance • Demolition of residential structures ordinance • Low-cost loan program for affordable housing rehabilitation, preservation 	3
	<p>Policies/actions to prevent displacement of existing residents due to escalating rents</p> <ul style="list-style-type: none"> • Rent control • Just cause eviction ordinance • Foreclosure prevention programs • Homebuyer education/counseling/assistance programs • First-time homebuyer loan programs • Code enforcement relocation program • Repair/rehabilitation loan program for low-income residents • Fair housing and landlord-tenant counseling programs 	3

9	Communities of Concern (C.O.C.) <ul style="list-style-type: none">• Transportation project mitigates the transportation need of the C.O.C.• Relevant planning effort documentation	4
10	Freight and Emissions <ul style="list-style-type: none">• Project in PDA that overlaps or is collocated with populations exposed to outdoor toxic air contaminants as identified in the Air District's Community Air Risk Evaluation (CARE) Program or is in the vicinity of a major freight corridor	5
<i>Subtotal</i>		<i>40</i>
<i>Total</i>		100

Local Funding Programs / Grants

The Alameda CTC will program approximately \$11.2 million of local funds as a part of the FY 2012/13 Coordinated Program. The local funds will be made available from

1. Measure B Bicycle/Pedestrian Countywide Discretionary Fund Program,
2. Vehicle Registration Fee (VRF) Pedestrian and Bicyclist Access and Safety Program,
3. Vehicle Registration Fee (VRF) Transit for Congestion Relief Program, and
4. Measure B Countywide Express Bus Service Fund Program

The purpose of the local grants is to improve, expand and enhance bicycle and pedestrian access, safety, convenience, and usage in Alameda County by reducing conflicts with motor vehicles and reducing congestion in activity areas such as schools, downtowns, transit hubs and other high activity locations. The transit program will seek to make it easier for drivers to use public transportation, make the existing transit system more efficient and effective, and improve access to schools and jobs.

General project categories include:

- New pedestrian facilities
- Improvements to existing pedestrian facilities
- New bikeways (all Classes, as identified in Alameda Countywide Bicycle Plan-ACBP)
- Improvements to existing bikeways
- Projects that address regionally significant transit issues and improve reliability and frequency
- Strategic Capital investments that will create operating efficiency and effectiveness,
- Create, expand, and enhance express bus services, focusing on projects with countywide significance

For more detailed eligibility criteria see Appendix AA

Eligible Applicants

- Any public agency that operates within Alameda County may apply for funding. This includes (but is not limited to): the 14 Cities in the County, Alameda County, East Bay Regional Park District (EBRPD), BART, AC Transit, LAVTA/Wheels, Union City Transit, Alameda/Oakland Ferry, ACE, School Districts, and ABAG. Agencies with a Master Program Funding Agreement with the Alameda CTC for Measure B and VRF funding must be in compliance with the Implementation Guidelines for the Bicycle and Pedestrian Safety Program, including the Complete Streets Policy and Local Bicycle/Pedestrian Master Plans requirements.
- Transit operators that operate services within Alameda County are eligible to apply for VRF Transit funding.
- Only AC Transit and LAVTA are eligible to apply for Measure B Express Bus Funds
- Non-profits which meet Alameda CTC's adopted "non-profit organizational requirements" may apply for Measure B funding. Proof of meeting these requirements,

which include IRS recognition, independent audits, an independent Board, and adequate insurance, must be demonstrated before funding is awarded. (See Appendix DD)

Location of Projects

Eligible Projects must be located within Alameda County.

Required Match

Alameda CTC does not require a local match for the Measure B / VRF Bike / Pedestrian and VRF Transit Programs. Projects with matching funds will receive a higher ranking in the evaluation process.

Feasibility studies require a 50 percent match of funding from other sources (may include Measure B Local Bike & Pedestrian Pass-Through Funds). For the purposes of project evaluation and meeting minimum match requirements, in-kind funding (non-cash contributions of time, equipment or space) will not be not counted as matching funding.

A local match of 10 percent is required for the Express Bus program to demonstrate commitment by the Project Sponsor to the project. The local match share of the project budget must be in cash or in the form of in-kind services that have a discernible cash value directly attributable to the service the Project Sponsor will provide, and may be derived from other Measure B funds allocated to the Project Sponsor.

Evaluation Criteria

The Program goal is to fund projects that will best serve the County. Alameda CTC may prioritize local funds as matching funds for projects requesting OBAG funding. Since there are a variety of eligible project types and it is challenging to prioritize them relative to each other, part of the evaluation process will be to consider the balance of all project types. Even though some categories of projects, such as bicycle parking, feasibility studies for capital projects, bicycle and/or pedestrian master plans, and programs, may not receive high scores as compared to construction projects; they may be considered for funding. All projects will be evaluated using the following criteria:

1. Project Need / Benefit /Effectiveness:

Project application clearly defines project need and how proposed transportation improvement will provide benefit for intended users. Project application also defines safety and/or security benefits for intended user groups. Project benefits are well documented.

2. Project well-defined and results in usable segment

Project application clearly defines scope and identifies how the project will result in a useable segment. Application is supported with a well-documented project study report or equivalent scoping document.

3. Project Readiness

Project application has well defined funding plan, budget and schedule. Project has no foreseeable implementation issues, has agency governing body approval and is fully supported by the local community. Application clearly identifies the ability to coordinate among appropriate internal and external agencies, and has identified stakeholders.

4. Sustainability

Project application identifies funding sources and responsible agency for sustaining / maintaining the project beyond the grant period. Project is identified in a long term development plan.

5. Outside Funding

Program has secured funding from others sources (may include Measure B / VRF pass through funds) or will use grant funding to leverage other funding. For Measure B Express Bus Program, projects that exceed the minimum match requirement will score higher than those that meet the minimum match requirement.

Additional Program Specific Evaluation Criteria

Program specific Countywide Priority criteria will also be considered in addition to the overall Evaluation Criteria.

Measure B / VRF Bicycle Pedestrian funds

Capital Projects

- Bike Projects: Priority is given to projects identified as a countywide priority in the Alameda Countywide Bicycle Plan (approved by the Alameda CTC on October 25, 2012).
- Consistent with the Measure B Expenditure Plan, EBRPD projects that are identified in the Alameda Countywide Bicycle Plan will be given additional priority for Measure B funds.
- Pedestrian Projects: Priority is given to projects identified as a countywide priority in the Alameda Countywide Pedestrian Plan (approved by the Alameda CTC on October 25, 2012).
- Combined bicycle/pedestrian projects are to be identified as a countywide priority in at least one of these plans.

Programs

- Programs identified in the countywide priorities section of the Countywide Bicycle Plan or Countywide Pedestrian Plan (approved by the Alameda CTC on October 25, 2012) will receive priority for funding.

Local Bicycle and / or Pedestrian Master Plans

- All local master plans are considered to be a countywide priority since they will enhance the ability of the county to identify and implement the highest priority bicycle and/or pedestrian improvements. Additional priority will be given to plans that:
 1. have no other potential funding sources for creating a master plan;
 2. will address areas/topics that are important but have not historically been examined; and/or
 3. will strongly improve the ability of the County to improve bicycle and/or pedestrian access, safety and convenience.
- Plan emphasizes the criteria in the Expenditure Plan: gap closure and access to transit. In order for the Plan to be as effective as possible, the agency must agree to adopt the final

Plan (or take an equivalent action appropriate to that agency). Pedestrian Plans will include the elements of highly useful and effective plans outlined in A Toolkit for Improving Walkability in Alameda County.

- Priority to jurisdictions with no Bicycle or Pedestrian Plan, then to those with Plans that are more than five years old, and thereafter to those with Plans between three and five years old.

VRF Transit

Projects that address regionally significant transit issues and improve reliability and frequency will be given consideration for funding. Strategic capital investments that will create operating efficiency and effectiveness will be priorities for this Program.

Measure B Express Bus

Express Bus Service is defined as either:

- Service within zones with a defined pick-up area, nonstop express bus service, and a defined drop-off zone, or
- Service that provides a simple route layout, has frequent service and fewer stops than regular fixed route service, and may include level boarding, bus priority at traffic signals, signature identification of the rapid buses such as color-coded buses and stops, and enhanced stations.

All projects must have countywide significance to be eligible for funding. In general, projects must serve residents from more than one specific area or jurisdiction in Alameda County, or demonstrate how more than one area is served as a result of transit connections that go beyond one planning area.

Appendix AA – Program / Project Eligibility

Federal Project Eligibility

Surface Transportation Program (STP) eligible project categories include federal-aid highway and bridge improvements (construction, reconstruction, rehabilitation, resurfacing, restoration, and operational), mitigation related to an STP project, public transit capital improvements, pedestrian, and bicycle facilities, and transportation system management, transportation demand management, transportation control measures, surface transportation planning activities, and safety. More detailed eligibility requirements can be found in Section 133 of Title 23 of the United States Code.

Congestion Mitigation and Air Quality (CMAQ) funding applies to new or expanded transportation projects, programs, and operations that help reduce emissions. Eligible project categories that meet this basic criteria include: Transportation activities in approved State Implementation Plan (SIP), Transportation Control Measures (TCMs), alternative fuels, traffic flow improvements, transit expansion projects, bicycle and pedestrian facilities and programs, travel demand management, outreach and rideshare activities, telecommuting programs, intermodal freight, planning and project development activities, Inspection and maintenance programs, magnetic levitation transportation technology deployment program, and experimental pilot projects. For more detailed guidance see the *CMAQ Program Guidance* (FHWA, November 2008).

Measure B Bicycle and Pedestrian Countywide Discretionary Fund (CDF) and Vehicle Registration Fee (VRF) Pedestrian and Bicyclist Access and Safety Program

Projects/Programs/Plans that enhance and expand bicycle and pedestrian access, safety, and convenience are eligible for funding. The types of projects include (but are not limited to):

- Capital Projects, including:
 - New pedestrian facilities
 - Improvements to existing pedestrian facilities
 - New bikeways (all Classes, as identified in Alameda Countywide Bicycle Plan-ACBP)
 - Improvements to existing bikeways
 - Crossing Improvements (at intersections, interchanges, railroads, freeways, etc.) for pedestrians and bicyclists
 - Bicycle parking facilities, including attended parking (capital only)
 - ADA on-street improvements
 - Signage for pedestrians and/or bicyclists
 - Pedestrian and bicycle access improvements to, from and at transit facilities
 - Traffic calming projects
- Education/Enforcement/Promotion Programs
- Local Bicycle and/or Pedestrian Master Plans, or Plan updates

Ineligible Projects/Programs include:

- Routine maintenance (Definition: Roadway maintenance activities are considered routine maintenance and are therefore ineligible. However, maintenance of multi-use pathways and bike-transit facilities serving a large number of pedestrians and/or bicyclists, that have countywide significance, and which will significantly improve the safety and convenience of the facility, will be considered for funding on a case-by-case basis.);
- Ongoing facility operations (e.g. attended bicycle parking); and
- Funding to replace funds for existing ongoing programs.

The Program goal is to fund projects that will best serve the County. Since there are a variety of eligible project types and it is challenging to prioritize them relative to each other, part of the evaluation process will be to consider the balance of all project types. Even though some categories of projects, such as bicycle parking, feasibility studies for capital projects, bicycle and/or pedestrian master plans, and programs, may not receive high scores as compared to construction projects; they may be considered for funding.

VRF Transit Program

Eligible projects include (but are not limited to):

- Transit service expansion and preservation to provide congestion relief, such as express bus service in congested areas
- Development and implementation of transit priority treatments on local roadways
- Employer or school-sponsored transit passes, such as an “EcoPass Program”
- Park-and-ride facility improvements
- Increased usage of clean transit vehicles
- Increased usage of low floor transit vehicles
- Passenger rail station access and capacity improvements

Ineligible projects/programs include:

- Routine bus maintenance
- Funding to replace funds for existing on-going programs, except to eliminate or prevent express bus service cuts due to severe budget shortfalls

The project must not directly duplicate existing services, but may enhance services, and should be coordinated with existing services to the extent feasible.

Measure B Countywide Express Bus Service

Express Bus Service is defined as either:

- Service within zones with a defined pick-up area, nonstop express bus service, and a defined drop-off zone, or
- Service that provides a simple route layout, has frequent service and fewer stops than regular fixed route service, and may include level boarding, bus priority at traffic signals, signature identification of the rapid buses such as color-coded buses and stops, and enhanced stations.

All projects must have countywide significance to be eligible for funding. In general, projects must serve residents from more than one specific area or jurisdiction in Alameda County, or demonstrate how more than one area is served as a result of transit connections that go beyond one planning area. Projects that create, enhance, and expand Countywide Express Bus Service, convenience, and safety are eligible for funding. The types of projects include but are not limited to:

- Enhancements to existing express bus services
- Capital expenses for express bus services (as described below)
- Operating expenses for express bus services
- Marketing expenses to promote express bus services
- Education, enforcement, or promotion programs
- Pilot express bus projects
- Funding for express bus service to eliminate or prevent service cuts due to severe budget shortfalls

Ineligible projects/programs include:

- Bus purchases
- Routine bus maintenance
- Funding to replace funds for existing on-going programs, except to eliminate or prevent express bus service cuts due to severe budget shortfalls

The project must not directly duplicate existing services, but may enhance services, and should be coordinated with existing services to the extent feasible.

APPENDIX BB - OBAG Programming Policies

Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP) Consistency

Projects included in the OBAG Program must be consistent with the adopted RTP (T-2035) and the Alameda CWTP, according to federal planning regulations. Each project included in the OBAG Program must identify its relationship with meeting the goals and objectives of the RTP, and where applicable, the RTP ID number or reference.

Complete Streets (MTC Routine Accommodations of Pedestrians and Bicyclists) Policy)

Federal, state and regional policies and directives emphasize the accommodation of bicyclists, pedestrians, and persons with disabilities when designing transportation facilities. MTC's Complete Streets policy (Resolution No. 3765) created a checklist that is intended for use on projects to ensure that the accommodation of non-motorized travelers are considered at the earliest conception or design phase. Project applicants will be required to complete the checklist before projects are considered for OBAG funds. The completed checklists will be made available to the Bicycle and Pedestrian Advisory Committee (BPAC) for review prior to the OBAG project selection actions.

Project Delivery and Monitoring

OBAG funding may be programmed in FFYs 2012-13, 2013-14, 2014-15 and 2015-16. Funds must be obligated in the fiscal year programmed in the TIP, with all OBAG funds required to be obligated no later than March 31, 2016. Specifically, the funds must be obligated by FHWA or transferred to Federal Transit Administration (FTA) within the federal fiscal year that the funds are programmed in the TIP.

All OBAG funding is subject to MTC's Regional Project Funding Delivery Policy and any subsequent revisions (MTC Resolution No. 3606 at http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf). Obligation deadlines, project substitutions and redirection of project savings will continue to be governed by the MTC Regional Project Funding Delivery Policy. All funds are subject to obligation, award, invoicing, reimbursement and project close out requirements. The failure to meet these deadlines may result in the de-programming and redirection to other projects. To further facilitate project delivery and ensure all federal funds in the region are meeting federal and state regulations and deadlines, every recipient of OBAG funding will need to identify a staff position that serves as the single point of contact for the implementation of all FHWA-administered funds within that agency. The person in this position must have sufficient knowledge and expertise in the federal-aid delivery process to coordinate issues and questions that may arise from project inception to project close-out. The agency is required to identify the contact information for this position at the time of programming of funds in the federal TIP. This person will be expected to work closely with FHWA, Caltrans, MTC and the Alameda CTC on all issues related to federal funding for all FHWA-funded projects implemented by the recipient agency.

Project sponsors that miss delivery milestones and funding deadlines for any federal funds are required to prepare and update a delivery status report on all projects with FHWA-administered funds they manage, and participate if requested in a consultation meeting with the Alameda CTC, MTC and Caltrans prior to MTC approving future State or Federal programming or

including any funding revisions for the agency in the federal TIP. The purpose of the status report and consultation is to ensure the local public agency has the resources and technical capacity to deliver FHWA federal-aid projects, is fully aware of the required delivery deadlines, and has developed a delivery strategy that takes into consideration the requirements and lead-time of the federal-aid process.

By applying for and accepting OBAG funding, the project sponsor is acknowledging that it has and will maintain the expertise and staff resources necessary to deliver the federal aid project within the schedule milestones.

Local Match

Projects funded with STP or CMAQ funding requires a non-federal local match. Based on California's share of the nation's federal lands, the minimum local match for STP and CMAQ is currently 11.47% of the total project cost. The FHWA will reimburse up to 88.53% of the total project cost.

Fixed Program and Specific Project Selection

Projects are chosen for the program based on eligibility, project merit, and deliverability within established deadlines. The OBAG program is project specific and the funds programmed to projects are for those projects alone. The OBAG Program funding is fixed at the programmed amount; therefore, any cost increase may not be covered by additional OBAG funds. Project sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project including contingencies.

Transportation Improvement Program (TIP)

Projects approved as part of the OBAG Program must be amended into the federal TIP. The federally required TIP is a comprehensive listing of all San Francisco Bay Area surface transportation projects that receive federal funds, and/or are subject to a federally required action, such as federal environmental clearance, and/or are regionally significant for air quality conformity or modeling purposes. It is the project sponsor's responsibility to ensure their project is properly programmed in the TIP in a timely manner.

Minimum Grant Size

The objective of a grant minimum requirement is to maximize the efficient use of federal funds and minimize the number of federal-aid projects which place administrative burdens on project sponsors, CMAs, MTC, Caltrans, and Federal Highway Administration (FHWA) staff. Funding grants per project must therefore be a minimum of \$500,000. Requests for less than this amount will be considered on a case by case basis.

The Alameda CTC may program grant amounts no less than \$100,000 for any project, provided that the overall average of all grant amounts within their OBAG program meets the county minimum grant amount threshold.

Air Quality Conformity

In the Bay Area, it is the responsibility of MTC to make an air quality conformity determination for the TIP in accordance with federal Clean Air Act requirements and Environmental Protection Agency (EPA) conformity regulations. MTC evaluates the impact of the TIP on regional air

quality during the biennial update of the TIP. Since the 2011 air quality conformity finding has been completed for the 2011 TIP, no non-exempt projects that were not incorporated in the finding will be considered for funding in the OBAG Program until the development of the 2013 TIP during spring 2013. Additionally, the U.S. Environmental Protection Agency has designated the Bay Area as a non-attainment area for PM 2.5. Therefore, based on consultation with the MTC Air Quality Conformity Task Force, projects deemed “Projects of Air Quality Concern” must complete a hot-spot analysis required by the Transportation Conformity Rule. Generally Projects of Air Quality Concern (POAQC) are those projects that result in significant increases in the number of or emissions from diesel vehicles.

Environmental Clearance

Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.), and the National Environmental Protection Act (42 USC Section 4-1 et seq.) standards and procedures for all projects with federal funds.

Application, Resolution of Local Support

Sponsors of approved projects must submit a completed TIP project application for each project proposed for funding through MTC’s Funding Management System (FMS). The project application consists of two parts: 1) TIP application submittal and/or TIP revision request, and 2) Resolution of Local Support approved by the project sponsor’s governing board or council. A template for the resolution of local support can be downloaded from the MTC website using the following link: http://www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc

APPENDIX CC - Local Grants Programming Policies

Governing Body Resolution

Within two months of funding approval, Project Sponsor must submit a resolution supporting the project or program and authorizing acceptance of the Measure B / VRF grant, adopted by the agency's Governing Body

Grant Award

Once an applicant receives a grant award, Alameda CTC will provide a Notice to Proceed to the Project Sponsor, and will monitor the project progress and compliance with Alameda CTC requirements throughout the grant cycle.

Timely Use of Funds

Projects must be started within a year of the Agreement "Grant Initiation Date" and must be completed within three years of this date, unless a longer period is approved in advance by Alameda CTC. Grant funds may be rescinded if a project is not started within the first year. Rescinded funds will be returned to the Program to be distributed in a future grant cycle. Projects also receiving OBAG, or other federal funds, are to start and expend the Program funds within the delivery timeline required by federal funding.

Funding Agreements

Funding Agreements between Alameda CTC and the Project Sponsor will be developed for each approved grant and will include, among other items:

- Detailed project description
- Project costs, with budget by task
- Implementation schedule
- Task deliverables
- Monitoring requirements
- Audit requirements
- Requirement to adhere to all applicable regulations, including ADA
- Agreement to maintain the facility
- Agreement to acknowledge Measure B funding on project signage
- LBE/SLBE reporting (required for projects over \$50,000)

Payments

Payments to sponsors will be made on a reimbursement basis, after submittal of invoices. Project Sponsors may begin incurring project costs as of the date of the Alameda CTC Board approves the final allocation of funds. No reimbursements will be made prior to the execution of a project-specific funding agreement with the Alameda CTC. Invoices are required to be submitted at least once every six months with required progress reports.

Monitoring Requirements

- Progress reports will be required every six (6) months illustrating project progress. A final report, once project is completed, will be required.
- Alameda CTC must be acknowledged, through signage and/or the use of Alameda CTC logo, as a funding source for all projects, programs and plans.
- Newsletter articles must be published about the project at least once per year.
- The project must be described on the sponsor's website, and must include acknowledgement of Alameda CTC funding and a link to Alameda CTC's website.
- For capital construction projects, photos and bicycle/pedestrian counts are required both before and after project completion. The cost to conduct these counts is eligible for reimbursement from Alameda CTC, if included in the project budget.

Loss or Withholding of Funding

Failing to meet timely use of fund requirements, meet the project schedule without compelling reason, file required monitoring reports, or comply with applicable regulations could result in loss or withholding of funding.

Audits

Audit requirements will apply to all recipient agencies, including non-profits. The requirements will be identified in the project-specific funding agreements.

Appendix DD : Contracting with Non-Profits

In order to protect Alameda CTC and ensure appropriate accountability of programs/services delivered by non-profits, any non-profits applying for Alameda CTC grants must meet and demonstrate in their application the following four organizational requirements prior to receipt of a grant:

Formal IRS Recognition: A non-profit must document itself as a formally recognized IRS organization for a minimum of three years.

Independent Audits: A non-profit must engage independent auditors and receive an unqualified opinion on the annual financial statements. A sample of a previous audit is required.

Independent Board: A non-profit must have a governance structure that independently oversees the management of the non-profit.

Insurance Requirements: A non-profit must be able to provide adequate insurance to cover program/service activities, list Alameda CTC as an additional insured and indemnify Alameda CTC.

APPENDIX EE – LIST OF “ACTIVE” PDAs in Alameda County

Ref. No.	Priority Development Area
1	Oakland: TOD Corridors
2	Oakland: Downtown and Jack London Square
3	Dublin: Town Center
4	Oakland: West Oakland
5	Dublin: Transit Center/Dublin Crossing
6	Union City: Intermodal Station District
7	Emeryville: Mixed Use Core
8	Dublin: Downtown Specific Plan Area
9	Livermore: Downtown
10	Hayward: The Cannery
11	Fremont: Irvington District
12	Berkeley: Downtown
13	Oakland: Fruitvale & Dimond Areas
14	Fremont: Centerville
15	Berkeley: University Avenue
16	Oakland: Coliseum BART Station Area
17	Fremont: City Center

For Receipt of Fiscal Years 2012–13 through 2015–16 One Bay Area Grant Funds
Reporting Period: Calendar Year 2013

Reporting Jurisdiction: _____

One Bay Area Grant (OBAG) Checklist for Local Compliance with MTC Resolution No. 4035

Re: Federal Cycle 2 Program Covering FY 2012-13 through FY 2015-16

The intent of this checklist is to delineate the requirements included in the OBAG Grant Program related to the PDA Investment and Growth Strategy (Appendix A-6), the Performance and Accountability Policies and OBAG Call for Projects Guidance (Appendix A-5). This checklist must be completed by Local Jurisdictions and submitted to the CMA to certify compliance with the OBAG requirements listed in MTC Resolution No. 4035.

This checklist serves as an instrument for assessing local compliance with OBAG requirements as set forth in Resolution 4035, adopted by MTC on May 17, 2012.

1. Compliance with Complete Streets

- a. Has the local jurisdiction either:
- | | | | |
|--|------------------------------|-----------------------------|---|
| 1. Adopted a complete streets policy resolution no later than January 31, 2013, or | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 2. Adopted a General Plan Circulation Element that is compliant with the Complete Streets Act of 2008? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A AAa |
- b. Has the jurisdiction submitted a Complete Streets Checklist for any project for which the jurisdiction has applied for OBAG funding?
- | | | | |
|--|------------------------------|-----------------------------|------------------------------|
| | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
|--|------------------------------|-----------------------------|------------------------------|

2. Housing Element Certification

- | | | | |
|--|------------------------------|-----------------------------|------------------------------|
| a. Has the local jurisdiction's fourth-revision housing element been certified by the California Department of Housing and Community Development (HCD) for 2007–14 RHNA prior to January 31, 2013? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
|--|------------------------------|-----------------------------|------------------------------|

If "No" or "N/A –Not Applicable" is marked in any box on the checklist, please include a statement at the end of the checklist to indicate why the item was not met.

- b. If the answer to 2.a is “no”, will the local jurisdiction submit to ABAG/MTC by November 1, 2012, a request for an extension of the deadline for a certified housing element to January 31, 2014? *Note: OBAG funds cannot be programmed into the TIP until the housing element certification is complete, and if not achieved, reserved OBAG funds can be moved by a CMA to another project that meets OBAG policies and regional delivery deadlines.* Yes No N/A

In the 5th Cycle RHNA (2014-2022), jurisdictions will be required to adopt housing elements by October 31, 2014.

3. Completion of Checklist

- a. Has the Jurisdiction completed all sections of this checklist? Yes No N/A

1. If the jurisdiction has checked “No” or N/A to any of the above questions, please provide an explanation below as to why the requirement was not met or is considered “Not Applicable.”

Review and Approval of Checklist

This checklist was prepared by:

Signature

Date

Name & Title (print)

Phone

Email

This checklist was approved for submission to _____ (CMA) by:

Signature

Date

City Manager/Administrator or Designee