

San Gabriel Valley Council of Governments
FY 2022-2025 MSP Active Transportation, Bus System Improvements, and First/Last Mile
Funding Distribution Guidelines

Section 1: Overview

Under Metro's Measure M Guidelines, **active transportation** is defined as non-motorized transportation via walking, bicycling, or rolling modes. Projects under this category should include capital improvements that:

- Improve access to transit;
- Support the establishment of active transportation as integral elements of the County's transportation system;
- Enhance safety, remove barriers to access or correct unsafe conditions in areas of heavy traffic, high transit use, and dense bicycle and pedestrian activities;
- Promote multiple clean transportation options to reduce criteria pollutants and greenhouse gas emissions; and
- Improve public health through traffic safety, reduced exposure to pollutants, and design infrastructure that encourage residents to utilize active transportation as a way to integrate physical activities in their daily lives.

The Metro Measure M Guidelines also define **first/last mile improvements** as infrastructure, systems, and modes of travel used by transit riders to start or end their transit trips. This includes, but not limited, to infrastructure for walking, rolling, and biking (e.g. bike lanes, bike parking, sidewalks, and crosswalks), shared-use services (e.g. bike share and car share), facilities for making modal connections (e.g. kiss and ride and bus/rail interface), signage and wayfinding, and information and technology that eases travel (e.g. information kiosks and mobile apps).

Eligible projects include:

- ADA-compliant curb ramps;
- Crosswalk upgrades;
- Traffic signals;
- Bus stops;
- Carshare and bikeshare;
- Bike parking;
- Context-sensitive bike infrastructure;
- Signage/wayfinding;
- Crossing enhancements and connections;
- Safety and comfort;
- Allocation of street space; and
- Plug-in components

Additionally, the SGVCOG was informed by Metro that **bus system improvements** include construction of or improvements to transit centers, bus layover areas, park and ride lots, transit stops, commuter rail stations, and transit maintenance facilities.

Metro also informed that the SGVCOG can submit plans to program the FY 2022-2025 MSP funds for eligible San Gabriel Valley projects as early as January 2022. Additionally, the SGVCOG can program up to the following amounts for eligible active transportation, bus system improvements, and first/last mile projects:

Active Transportation Available Funding:

Unallocated	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL (Excl. FY 2025)
\$0	\$2,624,012	\$2,690,925	\$2,709,761	TBD	\$8,024,698

Bus System Improvement Available Funding:

Unallocated	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL (Excl. FY 2025)
\$43,190	\$624,765	\$640,696	\$645,181	TBD	\$1,953,832

First/Last Mile Available Funding:

Unallocated	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL (Excl. FY 2025)
\$0	\$2,249,153	\$2,306,507	\$2,322,652	TBD	\$6,878,312

The FY 2025 amount will be available for programming starting October 2021. The SGVCOG anticipates that approximately **\$22 million¹** in total will be available for programming for FY 2022-2025 active transportation, bus system improvements, and first/last mile projects. Given the limited funding available, the SGVCOG intends to prioritize regional active transportation, bus system, and first/last mile enhancements for projects on San Gabriel Valley’s active transportation and other major corridors.

The SGVCOG anticipates awarding the funds for regional projects that can enhance active transportation, bus systems, and first/last mile connections in key corridors in the San Gabriel Valley. Cities are encouraged to submit projects for the SGVCOG to manage and implement should the proposed projects be selected for funding awards; however, cities are also welcomed to submit eligible multi-jurisdictional projects that they can manage. The \$22 million will be awarded as follows:

¹ The \$22 million includes the funding amount from FY 2022-2024, as well as the anticipated funding amount from FY 2025.

Category 1: Planning/Design and Construction of Major Corridor Projects

Up to \$15 million will be awarded to eligible corridor projects for their planning/design and construction phases.

Category 2: Planning and Design of Major Corridor Projects

Up to \$7 million will be awarded to eligible corridor projects' planning and design phases. Under this category, each project can apply for up to \$1 million.

Eligible applicants include cities, the County of Los Angeles, and joint powers authorities; however, proposals from joint power authorities must be sponsored by cities or the County of Los Angeles.

Section 2: Screening Criteria

The FY 2022-2025 MSP funds will be focused on providing active transportation, bus system improvements, and first/last mile improvements along regional corridors in the San Gabriel Valley. Specifically, projects that are listed within the Metro Mobility Matrix, the Metro Long Range Transportation Plan, the Metro Strategic Project List, the SCAG Regional Transportation Plan/Sustainable Communities Strategy (Connect SoCal Plan), or within an adopted regional plan are given priority. Additionally, projects proposed on active transportation corridors that are listed in Metro's Active Transportation Strategic Plan are also given priority.

One corridor project can include various active transportation, bus system, and first/last mile improvements along the corridor, as long as the proposed improvements fit within the Measure M eligibility criteria stated above. Proposed projects must be multi-jurisdictional and demonstrate regional benefits. Proposers must also provide evidence of a community-based public participation process and community support, such as letters of support and documents of community/public meetings.

Proposals for Category 1 Projects should demonstrate 20% local funding matches and have a minimum of 25% design completion. Category 1 Projects with design completion of 65% or more will receive higher scores. A Category 1 project should be identifiable in at least one participating agency's five-year Capital Improvements Plan (CIP); however, the jurisdiction is welcomed to expand the project's scope in the proposal. Funds for Category 1 projects cannot be used for right-of-way acquisitions.

Proposals for Category 2 Projects should have a minimum of 10% design completion. Category 2 Projects with design completion of 25% or more will receive higher scores.

Pursuant to Metro's policies, awarded MSP funds must be expended within 3 years of allocation. Unless the awarded funds are reprogrammed for the respective project's uses at a later date at the approval of the SGVCOG Governing Board and the Metro Board of Directors, funds that are not expended after 3 years will be redirected to the pool of MSP funds that will be awarded to other projects in the subsequent cycle.

Section 3: Application Requirements and Scoring

- **Basic Information:**
 - Contact Individual
 - Sponsoring Agency and Partnering Agencies
- **Category 1 Scoring Criteria: 100 Points**
 - **Project Feasibility (50 Points):**
 - Project Schedule (5 Points): Proposal describes an overall schedule along with a realistic description of how funds could be expended within the funding deadlines.
 - Funding Strategy and Budget (5 Points): Proposal provides project funding strategy, budget, and cost estimates (as applicable) by project phases.
 - Local Match (10 Points): The project includes at least a 20% combined match. Projects with at least a 5% combined local match will receive partial scores.
 - Capital Improvement Plan (15 Points): The proposed project should be identifiable in at least one participating agency's five-year Capital Improvements Plan (CIP).
 - Project Readiness (15 Points): The proposed project has a minimum of 25% design completed. Projects with at least a 10% design completion will receive partial scores. The project receives 5 additional bonus points if the design is at least 65% completed.
 - **Regional Impact (20 Points):**
 - Mobility and Accessibility (5 Points): Project improves traffic flow, relieves congestion, and enables residents, workers, and visitors to travel freely and quickly throughout the San Gabriel Valley. The project also improves access to destinations such as jobs, recreation, medical facilities, schools, and others.
 - Safety (5 Points): Project improves access to transit facilities, enhances safety, and corrects unsafe conditions in areas of heavy traffic, high transit use, and dense pedestrian activity where it is not a result of lack of normal maintenance.
 - Demonstrated Need (10 Points): Project demonstrates specific active transportation, bus system improvement, and/or first/last mile needs by

providing a clear narrative that highlights the lack of connectivity, the lack of non-motorized users, and benefits to disadvantaged communities.

- **Demonstrated Support (30 Points):**
 - Community Outreach (15 Points): Proposal provides evidence of community outreach efforts and support from key local decision makers and stakeholders. The proposal must also provide evidence of a community-based public participation process.
 - Committed Partnerships (15 Points): Proposal includes committed and innovative partnerships with thoughtful description of intended partner roles and responsibilities with other jurisdictions. The proposal also includes letters of commitment/support from each partnering jurisdiction.
 - Regional Plan Adoption (+5 Bonus Points): Proposal for a project that was listed in the Metro Mobility Matrix, the Metro Long Range Transportation Plan, the Metro Strategic Project List, the SCAG Regional Transportation Plan/Sustainable Communities Strategy (Connect SoCal Plan), or other adopted regional plans OR the proposal includes projects in San Gabriel Valley active transportation corridors listed in the Metro Active Transportation Strategic Plan. Fulfilling either of the requirements would allow the proposal to receive 5 bonus points.
- **Category 2 Scoring Criteria: 100 Points**
 - **Project Feasibility (25 Points):**
 - Project Schedule (5 Points): Proposal describes an overall schedule along with a realistic description of how funds could be expended within the funding deadlines.
 - Funding Strategy and Budget (5 Points): Proposal provides project funding strategy, budget, and cost estimates (as applicable) by project phases.
 - Design Progress (15 Points): The proposed project should reach a minimum of 10% design completion. The project receives 5 additional bonus points if the design is at least 25% completed.
 - **Regional Impact (25 Points):**
 - Mobility and Accessibility (5 Points): Project improves traffic flow, relieves congestion, and enables residents, workers, and visitors to travel freely and quickly throughout the San Gabriel Valley. The project also improves access to destinations such as jobs, recreation, medical facilities, schools, and others.
 - Safety (5 Points): Project improves access to transit facilities, enhances safety, corrects unsafe conditions in areas of heavy traffic, high transit use, and dense pedestrian activity where it is not a result of lack of normal maintenance.

- Demonstrated Need (15 Points): Project demonstrates specific active transportation, bus system improvement, and/or first/last mile needs by providing a clear narrative that highlights the lack of connectivity, the lack of non-motorized users, and benefits to disadvantaged communities.
- **Demonstrated Support (50 Points):**
 - Community Outreach (25 Points): Proposal provides evidence of community outreach efforts and support from key local decision makers and stakeholders. The proposal must also provide evidence of a community-based public participation process.
 - Committed Partnerships (25 Points): Proposal includes committed and innovative partnerships with thoughtful description of intended partner roles and responsibilities with other jurisdictions. The proposal also includes letters of commitment/support from each partnering jurisdiction.
 - Regional Plan Adoption (+5 Points): Proposal for a project that was listed in the Metro Mobility Matrix, the Metro Long Range Transportation Plan, the Metro Strategic Project List, the SCAG Regional Transportation Plan/Sustainable Communities Strategy (Connect SoCal Plan), or other adopted regional plans OR the proposal includes projects in San Gabriel Valley active transportation corridors listed in the Metro Active Transportation Strategic Plan. Fulfilling either of the requirements would allow the proposal to receive 5 bonus points.

Section 4: Project Solicitation and Award Timeline

Open Call-for-Projects	Monday, September 20, 2021
Application Workshop	Monday, October 4, 2021 at 4:00 PM
Application Deadline	Monday, October 18, 2021
Staff Recommendations Available	Monday, November 1, 2021
Recommendation Available for Public Comment	Monday, November 1, 2021 to Tuesday, November 30, 2021
Recommendation Review by Public Works Technical Advisory Committee	Monday, November 15, 2021
Recommendation Review by City Managers' Steering Committee	Wednesday, December 1, 2021
Recommendation Review by Planning Directors' Technical Advisory Committee	Thursday, December 2, 2021

Recommendation Review by Transportation Committee	Thursday, December 9, 2021
Recommendation Approval by Governing Board	Thursday, January 20, 2022
Final Recommendation Approval by Metro Board of Directors	Thursday, May 26, 2022