Workshop Agenda

1:00-1:15 – Introductions
1:15-1:45 – General overview of the program
1:45-2:00 – Break
2:00-4:00 – Breakout session based on project type
Transportation Alternatives Program

- Combines these programs:
  - National Recreational Trails
  - Transportation Enhancement (TE)
  - Safe Routes to School (SRTS)

- KDOT will continue to administer projects separately

- Contact:  **TE and SRTS**
  Becky Pepper
  785-296-8593
  rpepper@ksdot.org

- **NRTP**
  Kathy Pritchett
  620-672-5911
  Kathy.pritchett@ksoutdoors.com
Transportation Enhancement

New Changes to the program

- **Activities no longer eligible:**
  - Safety and educational activities
  - Visitor and welcome centers
  - Operation of historic transportation facilities
  - Transportation museums

- **Letting**
  - Most projects will now be KDOT let and administered by Local Projects

- **Suballocation**
  - WAMPO and MARC will receive funds to administer regional programs
  - Cities and counties within these boundaries will submit project applications to MPO not KDOT
Transportation Enhancement

• Reimbursement program
  ▫ Not a grant program

• Minimum 20% local match required
  ▫ In-kind or donated labor and materials are not counted as part of the match

• Submitted by local governing entity
  ▫ City or county
    • Metropolitan Planning Organization (MPO) support for projects within those regions
Transportation Enhancement

- Eligible costs
  - Construction
  - Construction engineering (inspection)
- Non-eligible costs
  - Right-of-way acquisition
  - Utility relocation
  - Design
- Funding
  - For funding years FFY 2013-2014
  - 11 Million: Total approximate funding for two years combined
Transportation Enhancement

- Federal funding for **non-traditional** transportation projects
- Relates to surface transportation
- Associated with 3 general categories
  - Bicycle and pedestrian
  - Historic
  - Scenic and environmental
Bicycle and Pedestrian Category

- Construction of facilities
- Rails to trails
Historic Category

- Preservation
- Rehabilitation
Scenic and Environmental Category

- Landscaping and scenic beautification related to Streetscape projects
- Control of outdoor advertising
- Environmental mitigation
Application Specifics
Who is eligible?

- Applications may be submitted by:
  - State Agencies
  - Counties
  - Cities
  - Other political subdivisions

- Non-governmental groups must have one of these groups act as sponsor
Coordination with Metropolitan Planning Organization (MPO) if necessary

- **Flint Hills MPO**
  - Clay, Dickenson, Geary, Morris, Pottawatomie, Riley, and Wabaunsee Counties
- **Lawrence-Douglas County MPO**
  - Douglas County
- **Metropolitan Topeka Planning Organization**
  - Shawnee County
- **St. Joseph Area Transportation Study Organization**
  - Cities of Wathena and Elwood
  - Doniphan County

*Contacts and Addresses found on page 13 of Guidance*
Putting Together a Good Application

• Read application guidance

• General thoughts
  ▫ Well conceived and thought out
  ▫ Clear sense of link to surface transportation
  ▫ Consistent with local plans
  ▫ Local support
  ▫ Local funding available
Order of Application Materials

1. Application Form
2. Project Details
3. Supplementary Information and Materials
4. Supporting Exhibits
# APPLICATION FORM

**PRIMARY CATEGORY:** Bicycle/Pedestrian Facilities

**REQUESTOR:**

**GOVERNMENT AGENCY:**

**PROJECT LOCATION:**

**PROJECT DESCRIPTION:**

**COST ESTIMATE:**

- Construction Cost: $________
- Right-of-Way Cost: $________
- Utility Adjustment Cost: $________
- Construction Engineering: $________
- **TOTAL PROJECT COST:** $________

% Federal Aid Requested: ____%
% Local Match*: ____%  
* Minimum of 20%

Please check any secondary categories:

- [ ] Bicycle/Pedestrian
- [ ] Historic
- [ ] Scenic/Environmental

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**Contact Person**

**Title**

**Street Address**

**Mailing Address**

City and State, Zip Code

Phone #

Fax #

email address:

**Signature of Contact Person**

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**Postmark by February 14th, 2014 to:**

Kansas Dept. of Transportation  
Eisenhower State Office Building  
Bureau of Transportation Planning  
700 SW Harrison Street  
Topeka, KS  66603-3754
### Project Information

<table>
<thead>
<tr>
<th>PRIMARY CATEGORY: Bicycle/Pedestrian Facilities</th>
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<tbody>
<tr>
<td>DATE:</td>
</tr>
<tr>
<td>PROJECT AREA/LENGTH:</td>
</tr>
<tr>
<td>GOVERNMENT AGENCY:</td>
</tr>
<tr>
<td>COUNTY:</td>
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<tr>
<td>PROJECT LOCATION:</td>
</tr>
<tr>
<td>PROJECT DESCRIPTION:</td>
</tr>
</tbody>
</table>

- **Primary Category**  
  - Scenic/Environmental  
  - Bicycle/Pedestrian  
  - Historic

- **Requestor**  
  - Non-Government group  
  - Contact person

- **Government Agency**

- **Project Location**  
  - From where to where  
  - What city, county, etc.

- **Project Description**  
  - Clear and concise  
  - Include key elements of scope

- **Date**

- **Project Area/Length**  
  - Circle sq. ft, acres, or miles

- **County**
Cost Estimate

- Total costs of participating work for each phase
  - Should match detailed estimate in application documentation
  - No design phase costs or preliminary design is covered reimbursement

- Minimum 20% local match
Contact and Secondary Category

• Contact
  ▫ Should be informed
  ▫ Will meet with review committee
  ▫ Will receive all correspondence

• Secondary Category
  ▫ Not required
  ▫ Indicate only if worthy of review by that committee
Part 2 - Project Details

- Clear statement of surface transportation link
- Details of work proposed
  - How does it enhance the quality or use of existing or new transportation facility or service?
  - Is it consistent with local comprehensive land use & transportation plans?
  - Does it enhance the state’s travel and tourism?
Part 2 - Project Details

• Detailed cost estimate –
  ▫ **Itemized list of work types**
  ▫ The more detailed the better
  ▫ Keep track of any items expected to be non-participating

• Site map
  ▫ Again, the more detailed the better
  ▫ Should clearly show proposed project location
Part 3 - Supplementary Info

- Photos of existing location, preliminary sketches or plans
- Historical significance (if applicable)
- Safety concerns/attributes (if applicable)
- Financial feasibility
  - Not dependent on funding or scheduling
  - contingencies
  - Commitment to provide additional financial support (above and beyond the 20%)
Part 3 - Supplementary Info

- Legal impediments
- Plans for long-term use/maintenance
- Project administration/management
Part 3 - Supplementary Info

- Documentation of community support
  - Resolution of Support from Council (example on page 10 of Guidance)
  - Demonstrates local and other community support
  - Support of clearly recognized public or not-for-profit organization with subject-related expertise
  - Benefits relatively large percentage of community
Final points on Application

• Deadline is **February 14th, 2014**

• Maximum of 70 pages, 8.5” x 11” paper

• Submit TWO applications to:
  KDOT Bureau of Transportation Planning
  Transportation Enhancement Program
  700 SW Harrison, 2nd Floor
  Topeka, KS 66603
Application Review Process

- KDOT’s TE Team
  - KSHS Historical Preservation Office
  - KDOT’s Landscape & Environmental Services
  - KDOT’s Bicycle & Pedestrian Coordinator
Application Review Process

• Reviewed, analyzed, prioritized
  ▫ Unfamiliar locations toured
  ▫ Subject to request for more information

• Ranked by the committees
Application Review Process

• TE Staff prepares a summary report
• Report is presented to KDOT’s Program Review Committee for review & final recommendation
• Applicants are notified and projects announced
Workshop Continues...

- Informal breakout groups: 2:00-4:00
- Opportunity to discuss project specific details, eligibility criteria, evaluation factors, etc
- Self select group
- Move between groups as needed
  - Scott Shields—Scenic and Environmental
  - Patrick Zollner—Historic
  - Becky Pepper—Bicycle and Pedestrian