
JACKSON METROPOLITAN PLANNING ORGANIZATION

Transportation Alternatives (TA) Project Submittal Guidelines

November 2022



Funding Disclaimer

This document was prepared and published by the Jackson Metropolitan Planning Organization (MPO) and is prepared in cooperation with and financial assistance from the following public agencies: the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) under the Metropolitan Planning Program. The contents of this report do not necessarily reflect the official views or policy of the funding agencies.

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Effective Date

Approved on the 9th day of November, 2022 by the Jackson Metropolitan Planning Policy Committee.

A handwritten signature in black ink, appearing to read "Butch Lee", written over a horizontal line.

Butch Lee, Chairman
Metropolitan Planning Policy Committee
Jackson Metropolitan Planning Organization

Table of Contents

Introduction	1
Call for Projects	1
General Requirements for all Projects	1
Evaluation Criteria.....	5
Project Management Requirements.....	11

Attachments

<i>Attachment A</i> Matching Funds Resolution	12
<i>Attachment B</i> Project Information and Application	14

INTRODUCTION

This document is intended to provide information and reference material to assist local governments in completing applications for Federal Transportation Alternatives (TA) funding available through the Jackson Metropolitan Planning Organization (MPO). The guidelines in this document set the parameters by which the MPO evaluates requests for funding and programs TA funds to locally sponsored projects.

CALL FOR PROJECTS

When TA funds are available, the Jackson MPO will issue a Call for Projects. The Call for Projects will outline the amount of funds available and set the deadline for project submission as established by the Metropolitan Planning Policy Committee. Priority funding shall be given to projects that meet Federal regulations, and aid in implementing the bicycle and pedestrian component of the Jackson Urbanized Area 2045 Metropolitan Transportation Plan.

GENERAL REQUIREMENTS FOR ALL PROJECTS

All projects must meet the following general requirements to be eligible for Federal TA funding through the Jackson MPO:

- Project Sponsors must be **eligible applicants** for TA funds. Eligible applicants, include any local government (municipal or county) included in the projected urbanized area boundary for the Jackson Urbanized Area. Non-governmental entities wishing to apply, such as nonprofits, are not eligible as direct grant recipients of the funds, however; eligible non-governmental entities may partner with any eligible local government (municipal or county) in the Jackson Urbanized Area to submit a TA project for consideration, if State or local requirements permit.
- Committed TA funds shall be used for construction and construction engineering **ONLY**. All other activities associated with project development including but not limited to, design, preliminary engineering, environmental, right-of-way acquisition, utility relocation, etc., are ineligible for the expenditure of TA funding.
- If an application is submitted by a jurisdiction and the project location is along a roadway maintained by the Mississippi Department of Transportation (MDOT) or within MDOT's right-of-way, written consent from MDOT agreeing to the proposed project must be included as part of the application.
- Priority shall be given to proposed projects which aid in implementing the multimodal bicycle and pedestrian component of the 2045 Metropolitan Transportation Plan. All applications which include bicycle and pedestrian projects identified in the Jackson Urbanized Area 2045 Metropolitan Transportation Plan will receive an additional 100 points in the application scoring process.

- A **formal application** with all required attachments must be submitted as outlined in the Call for Projects **by the deadline** established by the Metropolitan Planning Policy Committee.
- At a minimum, project sponsors must provide the federally required 20% local match. If a project is selected for funding, failure to provide the matching share in a timely manner shall result in the withdrawal of the Federal TA funds by the MPO and re-distribution of the funds in accordance with the project selection procedures. It is the responsibility of the project sponsor to cover any costs above the amount requested on the application, no additional Federal TA funding shall be committed through the MPO above the amount requested in the application.
- Projects may be deemed ineligible during the application review process if a logical beginning and ending termini are not included in the project application.
- Proposed projects must complete a review by the Mississippi Department of Transportation (MDOT) as part of the application evaluation process.
- Projects may be deemed ineligible during the application review process if contradicting information is discovered and/or audit issues are discovered.
- **Eligible activities:**
 1. Transportation Alternatives as defined in the most recent federal transportation act under 23 U.S.C. 133(h).
 - a. Construction 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 and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
 - b. Construction 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.
 - c. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - d. Construction of turnouts, overlooks, and viewing areas.
 - e. Community improvement activities, which include but are not limited to:
 - i. Inventory, control, or removal of outdoor advertising;
 - ii. Historic preservation and rehabilitation of historic transportation facilities;
 - iii. Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. Archaeological activities relating to impacts from implementation of a transportation project eligible under title 23
 - f. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - i. Address storm water management, control, and water pollution

- prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 23 U.S.C. 133(b)(3) [as amended under the FAST Act], 328(a), and 329 of title 23; or
 - ii. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats (Former 23 U.S.C. 213 (b)(2)-(4)).
 - 2. The Recreational Trails Program (RTP) under 23 U.S.C. 206 of title 23.
 - 3. The Safe Routes to School Program (SRTS) under section 1404 of the SAFETEA-LU.
 - a. Infrastructure-related projects - Construction 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 in the vicinity of schools.
 - b. Non-infrastructure-related activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.
 - c. Safe Routes to School coordinator. SAFETEA-LU section 1404 (f)(2)(A) lists “manager of safe routes to school programs” as eligible under the non-infrastructure projects.
 - 4. Constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
- **Ineligible activities:** TA funds cannot be used for the following activities because there is no authorization under the Federal-aid Highway Program:
 - 1. State or MPO Administrative purposes.
 - 2. Promotional activities, except as permitted under the SRTS (200 CFR 200.421(e)(3)).
 - 3. General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.
 - 4. Routine maintenance and operations, except trail maintenance as permitted under the RTP.

Careful consideration should be given to whether an activity falls within the eligibilities created under the TA Program. Section 1103 of MAP-21 eliminated the definition of transportation enhancement activities in section 101 of title 23 and inserted in its place a definition of transportation alternatives. The transportation alternatives definition contained in 23 U.S.C. 101(a)(29) created different categories of activities than those included under the previous transportation enhancement definition. As a result, some activities that were previously eligible as independent transportation enhancement projects are no longer eligible; some categories of eligibility remain, but for a different range of activities. In some cases, activities that are no longer eligible for funding as independent TA projects may be eligible for FHWA participation under other title 23 provisions, such as project mitigation measures when determined necessary to mitigate project impacts (including the impacts

of a TA project). Transportation enhancement categories that are **no longer expressly described as eligible activities** under the definition of transportation alternatives are:

1. Safety and educational activities for pedestrians and bicyclists. **Exception:** Activities targeting children in Kindergarten through 8th grade are eligible under SRTS (an eligible activity under the TA funding). **Note:** Some of these activities may be eligible under HSIP. Non-construction projects for bicycle safety remain broadly eligible for STBG funds.
2. Acquisition of scenic easements and scenic or historic sites (including historic battlefields), and scenic or historic highway programs (including tourist and welcome center facilities). **Exceptions:** A few specific activities under this category are eligible for funding as TA projects, including construction of turnouts, overlooks, and viewing areas; historic preservation and rehabilitation of historic transportation facilities; and bicycle and pedestrian facilities.
3. Landscaping and other scenic beautification. However, under the "community improvement activities" category, projects such as streetscaping and corridor landscaping may be eligible under TA if selected through the required competitive process. States may use TA funds to meet junkyard screening and removal requirements under 23 U.S.C. 136 if selected through the competitive process. Landscaping and scenic enhancement features, including junkyard removal and screening, may be eligible as part of the construction of any Federal-aid highway project under 23 U.S.C. 319, including TA-funded projects.
4. Historic preservation, and rehabilitation and operation of historic buildings, structures, or facilities (including historic railroad facilities and canals). Historic preservation activities now are limited to historic preservation and rehabilitation activities relating to a historic transportation facility. See section 101(a)(29)(E). Operation of historic transportation facilities is not eligible under TA.
5. Archaeological planning and research. Under TA, archaeological activities must relate to impacts from implementation of a transportation project eligible under title 23.
6. Establishment of transportation museums. There is no eligibility for this activity under TA
 - **Location:** There are no location restrictions for TA infrastructure projects; they are not required to be located along highways. Activities eligible under TA also are eligible for STBG funds (23 U.S.C. 133(b)(15)). Under 23 U.S.C. 133(c)(3), projects eligible under TA funded with STBG funds are exempt from the location restriction in 23 U.S.C. 133(c). Some aspects of activities eligible under TA also may be eligible under other Federal-aid Highway Programs. See STBG Eligibility.

EVALUATION CRITERIA

Each project submitted will be evaluated by MPO staff based on the evaluation criteria established by the Metropolitan Planning Policy Committee. There are six (6) criteria established by the Policy Committee for TA funds. Each criterion has been assigned a score ranging from zero to ten (with zero being the least favored evaluation). Each score is then calculated using the weighted multipliers shown below. The maximum total score a project can receive is 1100 points. This includes the point values identified in the TA Evaluation Criteria below and 100 additional points for applications which include bicycle and pedestrian projects identified in the Jackson Urbanized Area 2045 Metropolitan Transportation Plan.

Transportation Alternatives (TA) Evaluation Criteria	Weighted Multiplier	Maximum Point Total
Project Readiness	25%	250
Connectivity	20%	200
Livability	20%	200
Local Match	15%	150
Requested Funding	15%	150
Partnering Agencies	5%	50
MTP Identified Project	0%	100
Maximum Score		1100

Proposed projects should be consistent with the latest version of the Metropolitan Transportation Plan. TA projects will be evaluated based on Project Readiness, Connectivity, Livability, Local Match, Requested Funding and whether or not the project has Partnering Agencies contributing to the applicant's required match. Projects ranked the highest will be submitted to the MPO for consideration and approval for funding until all available funds have been committed. In the event two or more projects rank equally, funding shall be awarded based on project readiness. If two or more projects which are ranked highest are considered equal in project readiness, funding may be distributed equally among such projects. Each evaluation criteria is described in detail on the following pages.

Project Readiness

The purpose of this criterion is to encourage projects that accelerate project completion through eliminating delays in the project development and delivery. For this category, priority shall be given to projects that are ready to proceed to construction within a short timeframe after receiving TA funds. **Weighted Multiplier 25%**

Assessment	Score
Right-of-Way Acquisition	
Project does not include ROW acquisition	5
Project includes ROW acquisition	0
Utility Relocation	
Project does not include utility relocation	5
Project includes utility relocation	0

Maximum Score 10 points

Connectivity

The purpose of this criterion is to place priority on projects that improve connectivity and accessibility throughout the Jackson Urbanized Area. For this category, priority shall be given to projects that improve non-driver access to public transportation and schools and enhances mobility of existing facilities through improved connectivity. (Note: Connectivity to existing bike and pedestrian facilities can include connecting to shared use paths, bike lanes or bike routes. Additionally, connectivity to public transportation, schools and community destinations must be within the identified termini of the proposed project. In order to receive connectivity assessment points for public transportation, schools or community destinations during the application review process the project, once completed, must provide direct access to public transportation, schools or community destinations. Example: If a proposed project is on the opposite side of a roadway from a school, crosswalks and appropriate safety infrastructure must be included to provide direct access to the school. Community Destinations include only grocery stores, parks and/or healthcare services.) **Weighted Multiplier 20%**

Assessment	Score
Existing Bike and Pedestrian Facilities	
Project connects to more than one existing bike and pedestrian facility	4
Project connects to a single existing bike and pedestrian facility	2
Project does not connect to any existing bike and pedestrian facilities	0
Public Transportation	
Project improves access to more than one existing transit service location/stop	2
Project improves access to a single transit service location/stop	1
Project does not improve access to a transit service location/stop	0
Schools	
Project improves access to more than one school	2
Project improves access to a single school	1
Project does not improve access to schools	0
Community Destinations (Grocery stores, parks and/or healthcare services)	
Project improves access to more than one community destination	2
Project improves access to a single community destination	1
Project does not improve access to a community destination	0

Maximum Score 10 points

Livability

The purpose of this criterion is to encourage projects that improve non-motorized transportation accessibility for the greatest amount of users, both cyclists and pedestrians, and includes amenities and improvements beyond minimum design standards. For this category, priority shall be given to projects that improve non-motorized access for the greatest amount of users and includes features that improve the aesthetics of the proposed project. **Weighted Multiplier 20%** (NOTE: Proposed projects to build restrooms along an existing bike path are not eligible per the most recent federal transportation act as stand-alone projects. Additionally, the construction of large restroom facilities with multiple separated stalls and sinks for both men and women is ineligible. However, following FHWA guidance, construction of a single stall separate, lockable rest room facility with a sink, one for men and one for women, is eligible as a restroom support facility. Under “The project will enhance landscaping and other scenic beautification”, points will not be awarded for sodding alone. Landscaping enhancements must be included, in addition to sodding, within the proposed project’s identified termini for points to be awarded. If landscaping and/or support facilities are included in the overall project, each item must be reflected in the overall project budget.)

Assessment	Score
Type of facility	
Proposed facility to be built is a shared use path	6
Proposed facility is a sidewalk	3
Proposed facility to be built is a bikeable shoulder	2
Proposed facility is a striped bike lane	2
Proposed facility is a signed bike route	1
The project will enhance landscaping and other scenic beautification	
Project improves visual environment through the inclusion of vegetation management practices (e.g. shrubs, trees, etc.. that meet FHWA guidelines concerning vegetation management practices.)	2
Project does not include improvements to landscaping/scenic beautification	0
The project will include support facilities	
Project includes the addition of one or more support facilities within the proposed project’s identified termini. These can include, but are not limited to bike racks, water fountains, trash receptacles, signage, benches, rest rooms and lighting.	2
Project does not include support facilities	0

Maximum Score 10 points

Facility Type Definitions:

Shared use path – Physically separated from motorized vehicular traffic by an open space, buffer or barrier with a minimum width of 10 feet. Used by bicyclists, pedestrians, skaters, users of wheeled mobility devices and other non-motorized device users.

Bikeable Shoulder – Delineated by using existing striping from the outermost travel lane to the edge of the shoulder. Located on both sides of a roadway and should provide a minimum of four feet of travel space for bicyclists from the outermost travel lane to the edge of the pavement. For the preferential use of bicyclists.

Bike Lane – Portion of a roadway designated by striping, pavement markings and signage for the preferential use of bicyclists. Located on both sides of a roadway between four to six feet in width.

Bike Route – Both bicyclists and motorists “share” a roadway travel lanes. No striping delineating a portion of the roadway is for the preferential use of bicyclists. Identified with appropriate directional and informational markers which read “Bike Route” or “Share the Road.”

Sidewalks – Physically separated from motorized vehicular traffic by a buffer space or barrier. For a roadway with open shoulder, the buffer space should be five feet from the edge of pavement, and for a curbed roadway, the buffer space should be three feet. Minimum width is five feet, and it is for preferential use of pedestrians.

Local Match

The purpose of this criterion is to allow those projects that have funding sources greater than the minimum required local match (20%) to score higher. Local match is any funding for construction or construction engineering costs committed to the project beyond the minimum requirement provided by the local entity. Local match cannot include earmark funds or other Federal or State funds. A resolution passed by the Board of Alderman/City Council or Board of Supervisors agreeing to pay the required local funding share, plus any amount above the minimum requirement must be included as part of the project application. **Weighted Multiplier 15%**

Assessment	Score
Project has 50% or greater (30% or greater above the minimum) local match	10
Project has 45% (25% above the minimum) local match	9
Project has 40% (20% above the minimum) local match	8
Project has 35% (15% above the minimum) local match	6
Project has 30% (10% above the minimum) local match	4
Project has 25% (5% above the minimum) local match	2
Project only has 20% minimum required local match	0

Maximum Score 10 points

Requested Funding

The goal of this criterion is to spread a small amount of funding around to more projects. For this category, priority shall be given to projects requesting the least amount of TA funding in order to complete a project. The percent of requested funds shall be based upon the allocation of project priorities released in the MPO’s Call for Projects. **Weighted Multiplier 15%**

Assessment	Score
Project requests 20% or less of the MPO’s TA Funds	10
Project requests 21% - 30% of the MPO’s TA Funds	8
Project requests 31% - 40% of the MPO’s TA Funds	6
Project requests 41% - 50% of the MPO’s TA Funds	2
Project requests 51% or more of the MPO’s TA Funds	0

Maximum Score 10 points

Partnering Agencies

For the purpose of this scoring criterion, priority shall be given to those projects that are supported by multiple partnering agencies, as well as the applicant. A signed Memorandum of Agreement indicating the amount the partnering agency/agencies intend to provide toward the applicants committed/required local funding share must be included as part of the project application.

Weighted Multiplier 5%

Assessment	Score
50% or greater of project sponsors committed/required local match provided by Partnering Agencies	10
45% of project sponsors committed/required local match provided by Partnering Agencies	9
40% of project sponsors committed/required local match provided by Partnering Agencies	8
35% of project sponsors committed/required local match provided by Partnering Agencies	7
30% of project sponsors committed/required local match provided by Partnering Agencies	6
25% of project sponsors committed/required local match provided by Partnering Agencies	5
20% of project sponsors committed/required local match provided by Partnering Agencies	4
15% of project sponsors committed/required local match provided by Partnering Agencies	3
10% of project sponsors committed/required local match provided by Partnering Agencies	2
Less than 10% of project sponsors committed/required local match provided by Partnering Agencies	1

Maximum Score 10 points

PROJECT MANAGEMENT REQUIREMENTS

Following the commitment of Federal TA funding by the Jackson MPO all projects must adhere to the Project Management (Section 207.04) guidelines outlined in the latest Prospectus of the Jackson MPO.

ATTACHMENT A

Matching Funds Resolution
Jackson MPO Transportation Alternatives

ATTACHMENT A

WHEREAS, Transportation Alternatives (TA) funds have been made available for transportation improvements within the Jackson Urbanized Area; and

WHEREAS, _____ has selected a project to submit to the
Name of local entity (municipality or county)
Jackson Metropolitan Planning Organization (MPO) for consideration for funding; and

WHEREAS, the selected project includes _____
Brief project description

WHEREAS, _____ hereby requests Federal TA funding from
Name of local entity (municipality or county)
the Jackson MPO in the amount of _____; and
\$ Amount of requested TA funding

WHEREAS, _____ agrees to provide local matching funds for
Name of local entity (municipality or county)
the project in the amount of _____. The local entity agrees to provide
\$ Amount of local match
said matching funds in a timely manner.

NOW, THEREFORE, BE IT RESOLVED: _____ acknowledges if
Name of local entity (municipality or county)
said project is selected for funding through the MPO selection process said project is subject to all applicable Federal and State laws and regulations regarding TA funding, as well as subject to the rules and procedures established by the Jackson MPO regarding approved TA projects.

Print Name (Chief Elected Official or Board President)

Signature (Chief Elected Official or Board President)

ATTEST:

Signature (City Clerk/Board Attorney/or County Administrator)

Date

ATTACHMENT B

Project Information and Application
Jackson MPO Transportation Alternatives Program

Project Application Information

Jackson MPO Transportation Alternatives (TA)

1. Project Sponsor	Name of submitting agency
2. Sponsor Contact	Name of person responsible for completing the project application
3. Telephone	Phone number for the person responsible for completing the application
4. Email Address	Email for the person responsible for completing the application
5. Mailing Address	Office mailing address for the submitting agency
6. Partnering Agencies	Name of any partnering agencies <i>(if applicable)</i>
7. Partnering Agencies Contact Name(s)	Name of partnering agency person responsible for helping to complete the application <i>(if applicable)</i>
8. Project Title	Provide a brief one sentence description of the location and the type of project (e.g. Bike lane striping along ABC Street)
9. Project Type	Specify the proposed project type: bike path/separate facility, paved shoulder, striped bike lane or signed bike route
10. County	List the County or Counties the project is located within
11. Municipality	List the Municipality the project is located within <i>(if applicable)</i>
12. Project Location	Describe the project location and clearly show the project limits and area of major work by including a map (Attachment B) of the proposed project. Include photographs of existing facility and drawings of the proposed project. Include a site plan of proposed construction or illustrations of proposed work; be sure to include beginning and ending termini, project right-of-way and typical cross-sections (if applicable). Attached documents for Attachment B should be on an 8 ½ x 11 inch or 11 x 17 inch paper. If an application is submitted by a jurisdiction and the project location is within the boundary of a different jurisdiction, a fully executed Interlocal Agreement outlining the roles and responsibilities of each entity must be included as Attachment D.
13. Detailed Project Description	Provide a one to two paragraph detailed description of the project. Describe any/all connectivity between the project and the existing transportation system or facilities that will result in the completion of the proposed project.
14. Overall Project Budget	Provide a complete budget. All cost estimates must meet current design standards for the type of improvement requested. A copy of the estimated computations, together with the source of those figures should be included as Attachment C. Requested MPO funding should be based upon the “Year of Expenditure”, meaning a reasonable inflation factor has been used to determine future costs based upon the anticipated construction date for the proposed project.
15. Federal TA Funds Requested	Provide the amount of Federal funds you are requesting for the proposed project. Be sure to include eligible construction and construction engineering costs only.
16. Match Provided by the Submitting Agency	Provide the amount of matching funds being provided by the local jurisdiction. Transportation Alternatives projects require a minimum 20% local match for construction and construction engineering costs. A resolution by the Board of Alderman/City Council or Board of Supervisors, as well as agreements between the applicant and partnering agencies agreeing to pay the required funding share, plus any amount above the minimum requirement must be included as Attachment A-1 and/or A-2 in the application.

17. Match Provided by a Partnering Agency	If multiple partnering agencies are contributing matching funds for this project, list each partnering agency, the amount of funds being provided by each and the percentage of the applicants matching funds the contributions will cover. A Memorandum of Agreement between the applicant and the partnering agency indicating the amount the partnering agency intends to provide for the applicants committed/ required local funding share must be included as part of Attachment A-2 in the application.
18. Total for Construction of Project	Add item numbers 15, 16, and 17 together to provide the total costs for construction and construction engineering costs for the project. This total should match the total funds listed in the shaded area of question 14.
19. Source of Matching Funds	Provide a brief explanation of how the matching funds will be secured for this project. (e.g., The \$20,000 in matching funds will be provided by the City of ABC through the sale of bonds in 2018, or the \$20,000 in matching funds will be provided by the City of ABC through sales tax revenue collected during fiscal years 2017 and 2018.)
20. Date Available	Provide the date the local matching funds will be available.
21. Audit Status	---
a. Audit Status	Include the date of the jurisdiction’s last audit.
b. Audit Status	Indicate if the audit has been filed with the State Auditor’s office.
c. Audit Status	Indicate if the latest audit identified any findings related to the expenditure of federal funds.
22. Milestone Dates	Provide estimated completion dates for each phase of the project. If a phase has already been completed, please list the date it was completed. Estimated completion dates cannot exceed the amount of time allowed in the Jackson MPO Prospectus project management guidelines.
23. Right-of-Way Acquisition	---
a. ROW	Indicate whether or not the project requires right-of-way acquisition.
b. ROW	Indicate the number of parcels to be acquired through right-of-way acquisition.
24. Utility Relocation	---
a. Utility Relocation	Indicate whether or not the project requires utility relocation.
b. Utility Types	Provide a list of the types of utilities to be relocated.
25. Project Design	---
a. Preliminary Design	Indicate whether or not preliminary design work has begun.
b. Preliminary Design	Describe any design work that has been completed to-date. Any supporting documentation should be included as part of supporting attachments.
26. Environmental	---
a. Categorical Exclusion	To the best of your knowledge indicate whether or not the project meets a categorical exclusion.
b. Environmental Process	To the best of your knowledge indicate whether or not the project requires an environmental assessment or environmental impact statement.
c. Environmental Process	Indicate whether or not the project has an approved environmental assessment or environmental impact statement. Documentation demonstrating approval status must be included in the supporting attachments.
d. Environmental Process	Provide a brief explanation of why the project meets a categorical exclusion or why an environmental assessment or impact statement is required.

e. Environmental Process	Identify any potential environmental problems that might occur as a result of the proposed project and include reasonable strategies considered to address the environmental consequences resulting from the project.
27. Potential Delays	Provide a brief description of any known factors that may cause potential delays with the project slowing down the project schedule.
28. Connectivity	Specify the level of connectivity to be created as a result of the proposed project once completed. Project improves access and connectivity to existing bike and pedestrian facilities, transit service locations/stops and/or schools.
a. Existing Bike and Pedestrian Facilities	Indicate whether or not the project connects to existing Bike and Pedestrian Facilities
b. Public Transportation	Indicate whether or not the project connects to Public Transportation service locations/stops
c. Schools	Indicate whether or not the project connects to Schools
d. Community Destinations	Indicate whether or not the project connects to Community Destinations
29. Facility Type	Is the facility a bike path, paved shoulder, bike lane or bike route?
30. Enhances Landscaping	---
a. Included	Will vegetation management practices be included in the proposed project?
b. Landscaping List	List the vegetation to be included in development of the project.
31. Support Facilities	---
a. Included	Are support facilities included in the proposed project?
b. Facilities List	List the support facilities to be included in development of the project.
32. Required Attachments	<ol style="list-style-type: none"> 1. Attachment A-1 – Resolution Acknowledges amount of Federal funds requested, local match requirement, and compliance with all applicable Federal and State laws regarding TA funding. 2. Attachment A-2 – Partnering Agency Memorandum of Agreement (If Applicable) Provide a copy of each agreement between partnering agencies and the project applicant supporting commitment of funds by said partnering agency to meet applicant’s matching fund commitment/requirement. 3. Attachment B – Project Map Map showing the project location with the proposed improvements clearly labeled preferably on an 8 ½ x 11 inch or 11 x 17-inch paper. 4. Attachment C – Project Budget Provide a complete budget with cost estimates and the source of those figures for the entire project. Requested MPO funding should be based upon the “Year of Expenditure”, meaning a reasonable inflation factor has been used to determine future costs based upon the anticipated construction date for the proposed project. 5. Attachment D – Executed Interlocal Agreement (if applicable) If an application is submitted by a jurisdiction and the project location is within the boundary of a different jurisdiction, a fully executed Interlocal Agreement outlining the roles and responsibilities of each entity must be included as part of the application. (e.g., A County

	<p>submits an application for a TA project located inside of a municipality within the county).</p> <p>6. Attachment E – MDOT Approval Letter <i>(if applicable)</i></p> <p>If an application is submitted by a jurisdiction and the project location is along a roadway maintained by the Mississippi Department of Transportation (MDOT) or within MDOT’s right-of-way, written consent from MDOT agreeing to the proposed project must be included as part of the application.</p>
<p>33. Additional Supporting Attachments</p>	<p>Any additional information the project sponsor would like to provide to document the need for the project application.</p>

Jackson MPO Transportation Alternatives (TA) Project Application

The following information must be completed for all Jackson MPO proposed **Transportation Alternatives** projects. MPO staff will use the information contained in the project application to assign points to proposed projects based on the Project Submittal Guidelines. The establishment of project eligibility and each project score will then be used by the Intermodal Technical Committee and the Metropolitan Planning Policy Committee to program projects to be funded with Jackson MPO TA funds. **A separate application must be submitted for each project location.**

Applicant Information

1. Project Sponsor _____
2. Sponsor Contact _____
3. Telephone _____ 4. Email _____
5. Mailing Address _____
6. Partnering Agencies _____
7. Partnering Agencies Contact Name(s) _____

Project Description

8. Project Title _____
9. Project Type _____
10. County _____ 11. Municipality _____
12. Project Location _____
13. Detailed Project Description

Project Budget

14. Overall Project Budget

<u>Description</u>	<u>Federal Funds</u>	<u>Local Funds</u>
Environmental	\$ _____	\$ _____
Design	\$ _____	\$ _____
Right-of-Way Acquisition	\$ _____	\$ _____
<i>Eligible for TA funding</i>		
Construction Engineering	\$ _____	\$ _____
Construction	\$ _____	\$ _____
Other, please specify		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
TOTAL Estimated Cost	\$ _____	\$ _____

TA Funds Requested*Construction & Construction Engineering Costs Only*Amount%**15. Federal TA Funds Requested**

\$ _____

*Can't be more than 80%
of construction costs***16. Match Provided by the Submitting Agency**

\$ _____

*Can't be less than 20% of
construction costs***17. Match Provided by a Partnering Agency**

\$ _____

Enter Name of Partnering Agency

\$ _____

Enter Name of Partnering Agency

\$ _____

Enter Name of Partnering Agency

\$ _____

*Enter Name of Partnering Agency***18. TOTAL for Construction of Project**

\$ _____

100%**19. Source of Matching Funds****20. Date Available****21. Audit Status**

21 a. What was the date of the jurisdiction's last audit?

Yes or No

21 b. Has the audit been filed with the State Auditor's office?

21 c. Did the latest audit identify any findings related to the expenditure of federal funds by the jurisdiction?

Project Schedule

22. Milestone Dates

- Completion of Preliminary Design* _____
- Completion of Environmental Clearances* _____
- Completion of Final Design* _____
- Initiation of Right-of-Way Plan Review* _____
- Completion of Right-of-Way Plan Review* _____
- Initiation of Utilities Relocation* _____
- Completion of Utilities Relocation* _____
- Completion of Plans, Specifications and Estimates and/or Authorization for Advertisement* _____
- Anticipated Construction Advertisement Date or Purchase Date* _____

Project Readiness

23. Right-of-Way Acquisition

Yes or No

23 a. To the best of your knowledge, does the proposed project require right-of-way acquisition? _____

23 b. *If Yes*, how many parcels are involved? _____

24. Utility Relocation

Yes or No

24 a. To the best of your knowledge, does the proposed project require utility relocation? _____

24 b. What utilities will have to be relocated?

25. Project Design

Yes or No

25 a. Has preliminary design work been created for the proposed project? _____

25 b. *If Yes*, please provide a brief description of the work performed to-date.

26. Environmental

Yes or No

26 a. To the best of your knowledge, will the proposed project meet a
Categorical Exclusion? _____

26 b. If no to 26 a., will the proposed project require the development
of an Environment Assessment or Environmental Impact Statement? _____

26 c. Has the project received environmental approval? _____

26 d. *If yes to 26 c.*, what was the date of the approval? _____

26 e. Please provide a brief explanation of why you believe the proposed project meets a
Categorical Exclusion or why an Environmental Assessment or Environmental Impact
Statement will be required.

26 f. Please identify any potential environmental problems that might occur as a result of the
proposed project and demonstrate that a reasonable strategy has been considered to
address any environmental consequences of the project.

27. Describe any potential delays that have been identified that would interfere with the schedule for this project or the readiness of the project to proceed to construction.

Connectivity

28 a. Existing Bike and Pedestrian Facilities

Yes or No

Project connects to more than one existing bike and pedestrian facility.

Project connects to a single existing bike and pedestrian facility.

Project does not connect to any existing bike and pedestrian facilities.

If project connects to an existing bike and pedestrian facility, provide the name/names or location/locations of each facility the project connects to.

28 b. Public Transportation

Yes or No

Project improves access to more than one existing transit service location/stop within the proposed project's identified termini

Project improves access to a single transit service location/stop within the proposed project's identified termini

Project does not improve access to a transit service location/stop within the proposed project's identified termini

If project improves access to existing transit service locations/stops provide the location of each transit service location/stop the project improves access to.

28 c. Schools

Yes or No

Project improves access to more than one school within the proposed project's identified termini

Project improves access to a single school within the proposed project's identified termini

Project does not improve access to schools within the proposed project's identified termini

If project improves access to a school, provide the name/names of each school the project improves access to.

28 d. Community Destinations

Yes or No

Project improves access to more than one community destination within the proposed project's identified termini

Project improves access to a single community destination within the proposed project's identified termini

Project does not improve access to a community destination within the proposed project's identified termini

If project improves access to a community destination, provide the name of each location the project improves access to.

Livability

29. Type of Facility

Yes or No

Proposed facility to be built is a shared use-path

Proposed facility to be built is a sidewalk

Proposed facility to be built is a paved shoulder

Proposed facility to be built is a striped bike lane

Proposed facility to be built is a signed bike route

30. Enhances Landscaping (NOTE: *Points will not be awarded for sodding alone. Landscaping enhancements must be included, in addition to sodding, within the proposed project’s identified termini for points to be awarded. If landscaping and/or support facilities are included in the overall project, each item must be reflected in the overall project budget.*)

Yes or No

30 a. Project improves visual environment through the inclusion of vegetation management practices (Must comply with FHWA guidelines)

30 b. If yes, please list in detail vegetation to be included in development of project.

31. Includes Support Facilities

Yes or No

31 a. The proposed project includes the addition of one or more support facilities within the proposed project’s identified termini.

31 b. If yes, please list in detail support facilities to be included in development of project.