

Memorandum

To: DISTRICT DIRECTORS, Districts 1 through 12

Date: September 28, 2004

Attention: District Local Assistance Engineers

File: BTA 05/06

From: DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL ASSISTANCE – MS 1

Subject: 2005/06 Bicycle Transportation Account Announcement

The 2005/2006 Bicycle Transportation Account (BTA) cycle will provide \$7.2 million to city and county agencies for projects that improve safety and convenience for bicycle commuters.

The suggested deadline for local agencies to submit BTA applications and Bicycle Transportation Plans (BTPs) to District Local Assistance Offices is February 1, 2005. The deadline for Districts to forward applications and plans to the Bicycle Facilities Unit (BFU) is March 1, 2005.

Please provide a copy of the revised Local Assistance Program Guidelines, Chapter 21, Bicycle Transportation Account (attached) and the following BTA Highlights, including the program deadlines, to cities and counties in your district by October 16, 2004. The Local Assistance Program Guidelines, Chapter 21, Bicycle Transportation Account are also available on the Division of Local Assistance website at <http://www.dot.ca.gov/hq/LocalPrograms/>.

BTA Highlights

- To be eligible for BTA funds, local agencies must prepare and adopt a BTP that discusses the topics described in Streets and Highways Code, Section 891.2, items a. - k. The appropriate regional transportation planning agency and the BFU must approve the plan. Local agencies applying for 2005/06 BTA funds must have a BTP adopted January 2001 or later.
- Per Streets and Highways Code, Section 893.6, "...no applicant shall receive more than 25 percent of the total amounts transferred to the Bicycle Transportation Account in a single fiscal year." For fiscal year 2005/06 the maximum amount an applicant may receive is \$1.8 million.
- BTA funds pay a maximum of 90 percent of the total cost of an eligible project. Local agencies must provide a minimum of 10 percent of the project cost from sources other than the BTA.
- Chapter 21 – Bicycle Transportation Account – of the Local Assistance Program Guidelines has been revised to clarify and streamline the program requirements and procedures. The revised BTA program guidelines include a new application form. The guidelines – including the application in .pdf – are available on the Division of Local Assistance website at:
<http://www.dot.ca.gov/hq/LocalPrograms/>.
- To facilitate project evaluations, please encourage local agencies in your district to use the new application form as it appears in the guidelines. Please encourage local agencies to limit the BTA application to the form provided. Attachments to the application are permitted if needed to provide complete information about the project.
- Letters of support, brochures, news clippings, and other items related to the project may be submitted with the application.

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Each District Local Assistance office will play an important role in selecting the highest priority projects to receive these funds. Please rate the applications you receive according to the criteria in Exhibit 21-C on page 21-15 of the revised Local Assistance Program Guidelines, Chapter 21. Please retain one copy of all BTA applications received and forward the originals with your ratings (Exhibit 21-C) by March 1, 2005 to:

David Priebe
Bicycle Facilities Unit, MS-1
Division of Local Assistance
California Department of Transportation
P.O. Box 942874
Sacramento, CA 94274-0001

Route to:

To: David Priebe
UNIT: 154
MAIL ST #: 1

If you receive adopted Bicycle Transportation Plans from local agencies prior to the February 1, 2005 deadline, please forward them to the BFU immediately.

If you have any questions, please contact me my phone at (916) 653-0036/Calnet 8-453-0036 or email at David_Priebe@dot.ca.gov. You may also contact Ken McGuire by phone at (916) 653-2750/Calnet 8-453-2750 or e-mail at Ken.McGuire@dot.ca.gov.

Thank you for your assistance.

DAVID PRIEBE
Bicycle Facilities Unit
Office of Program Management
Division of Local Assistance

Attachment

cc: DLAE
District Bicycle/Pedestrian Coordinators