

# BICYCLE TRANSPORTATION ACCOUNT PROJECT APPLICATION

I. APPLICANT INFORMATION				
<b>Applicant Agency:</b>	\$			
<b>Responsible Local Agency: (City or County)</b>	\$			
<b>Responsible Agency (RA) Address:</b>	\$			
<b>RA City:</b>	\$	<b>RA County:</b>	\$	<b>State:CA</b> \$ <b>RA Zip Code:</b> \$
<b>RA Contact Person:</b>	\$			
<b>RA Title:</b>	\$			
<b>RA Phone:</b>	\$\$\$\$\$	<b>RA E-mail</b>	\$	
Assembly		Senate		Caltrans
Member \$	District No.	Member \$	District No.	District \$
\$	\$	\$\$\$\$\$	\$	\$\$
II. APPLICANT ELIGIBILITY AND PROJECT SCREENING CRITERIA				
<b>A. Local Match – per California Streets and Highways Code SHC) 891.4</b>				
1. Attach copy of Local Agency resolution committing applicant to the minimum 10% local match. \$ Y for yes or N for no \$ If No, scheduled date of adoption? \$_____ \$				
<b>B. California Environmental Quality Act (CEQA)</b>				
<i>Note: BTA projects must be in compliance with the applicable provisions of the California Environmental Quality Act (CEQA) by the BTA application submittal date. The lead agency is responsible for preparing the required environmental documentation and submitting it with the application. \$</i>				
1.\$ Attach documentation of CEQA compliance (signed and dated) with the application package. Y or N _ \$				
<b>C. Bicycle Transportation Plan (BTP)</b>				
<ul style="list-style-type: none"> <li>▪ Project in the BTP? Y or N \$ What is the title of the BTP the applicant is using to establish eligibility for BTA funding? \$ _____ \$</li> <li>▪ Date BTP was adopted by applicant's governing body: \$ \$</li> <li>▪ Regional Transportation Planning Agency (RTPA) of Responsible Local Agency? \$ _____</li> <li>▪ Date BTP was approved and certified by RTPA: \$ \$</li> <li>▪ Project must be listed in the Local Agency's adopted BTP. List page(s) that the proposed project is identified in BTP. \$ \$</li> <li>▪ Attach BTP page with project to BTA application. \$ \$</li> </ul>				
<b>D. Prior BTA Funding – \$</b>				
SHC 893.4. <i>If available funds are insufficient to finance completely any project whose eligibility is established..., the project shall retain its priority for allocations in subsequent fiscal years. \$</i>				
Was another part or segment of this project funded in a previous BTA cycle? Y or N \$				
If yes, what cycle? \$				
Does Responsible Local Agency have BTA awards active? Y or N \$\$				
If Yes, List BTA Award Numbers \$				
\$				
III. PROJECT INFORMATION				
<b>Project Title:</b>	\$			
	\$			
<b>Project Type:</b> (Enter 1 or More) Class I Bikeway (I), Class II Bikeway (II), Class III Bikeway (III) and/or \$ Other (O)\$	\$\$\$\$\$ \$			

**Project Location: (see Examples)**

**“Bikeway” Example:** Along abandoned railroad right-of-way from Apricot Street to Elm Street

**“Other” Example:** Update bike map with detailed information on routes in South Bay region

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**Type of Work: (keep short – see examples)**

**“Bikeway” Example:** Design and construct a Class I Bikeway.

**“Other” Example:** Purchase and install front-mount bicycle racks on all regional buses. \$

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**Project Description:**

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**Length:** \$\$\$\$\$(miles) \$

**Estimated Cost** Note: Applicant agency must provide 10% (minimum) of the total project cost.

▪ **Attach Engineer’s Estimate**

Funding Source	Preliminary Engineering	Construction Engineering	Right of Way Acquisition	Construction Contract	Total Amount	Total Percent
BTA	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$\$\$\$ \$
Local	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$\$\$\$ \$
Other	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	
<b>Total</b>	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$ \$\$\$\$\$	\$\$\$\$ \$

**Map and Cross Section Attachments:**

- **Attach a map to scale** with north arrow showing the project location, length, limits, adjacent land uses, activity centers and origins and destinations served. \$
- If this is an **on-street** bikeway project, include cross-sections showing the roadway prior to and after project implementation, or for Class III projects include before cross sections and description and diagram of proposed signing. \$
- If this is an **off-street** bikeway project include a cross-section. \$

**Project Schedule - Award announcements are made after State Budget Enactment:**

\$ Item \$	Beginning Date \$ Month/Year \$	Ending Date \$ Month/Year \$	\$ Comments \$
CEQA Clearance \$	\$	\$	\$
Right of Way Acquisition \$	\$	\$	\$
Preliminary Engineering \$	\$	\$	\$
Final Design \$	\$	\$	\$
Advertise Project \$	\$	\$	\$
Award Construction \$	\$	\$	\$
Submit Final Invoice \$	\$	\$	\$

#### IV. EVALUATION CRITERIA

Streets and Highways Code Section 893 requires Caltrans to **disburse money** "... from the Bicycle Transportation Account... for projects \$ that improve the safety and convenience of bicycle commuters." \$

\$  
Streets and Highways Code Section 890.3 defines **bicycle commuter** as "... a person making a trip by bicycle primarily for transportation \$ purposes, including, but not limited to, travel to work, school, shopping, or other destination that is a center of activity and does not include \$ a trip by bicycle primarily for physical exercise or recreation without such a destination." \$

\$

The BTA Evaluation Committee evaluates applications as Excellent, Good, Fair, Poor, or Ineligible according to the following criteria: \$

How well has the applicant demonstrated that the project: \$

- Will be used primarily by bicycle commuters? \$
- Has the potential to increase bicycle commuting? \$
- Is the best alternative for the situation? \$
- Improves bikeways and/or amenities that support bicycle commuting e.g., bicycle parking, lockers, showers, lighting, call boxes, \$ maps, and bicycle safety education programs. \$
- Provides or improves bikeway continuity to activity centers such as public buildings, transit terminals, business districts, \$ shopping centers, schools, etc. \$
- Is consistent with the applicable BTP? \$

Other considerations used in evaluating BTA project applications include: \$

- |  |   |
|--|---|
| ▪ Citizen and community involvement \$                     | ▪ Project readiness \$  |
| ▪ Cost of project and cost-effectiveness \$                | ▪ Project type Class II & III (on-road) / Class I (off-road) / other \$ |
| ▪ Geographic distribution \$                               | ▪ Prior funding and project implementation \$                           |
| ▪ Projects initiating a community bikeway network \$       | ▪ Urban/Rural balance \$  |
| ▪ Land use, population density, and settlement patterns \$ | ▪ Transportation interface with other modes of transportation \$        |
| ▪ Local - State match ratio \$                             | ▪ Trip purpose work, school, shop, social/recreational, other \$        |

#### 1. How will the proposed project benefit bicycle commuters?

\$

**2. How will the proposed project increase bicycle commuting?**

\$

**3. Why is the proposed project the best alternative for the situation? \$**

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**4. Discuss citizen and community involvement in the development of the proposed project.**

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**5. Is the facility open 24/7? If not what are the hours of use? And why isn't the facility always available?**

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**V. SIGNATURE - RESPONSIBLE AGENCY**

An authorized representative of the responsible agency must sign the application. \$ \$

The undersigned affirms that the statements contained in the application package are true and complete to the best of the applicant's knowledge.

Signature of Responsible Agency Representative

Date Signed

Print Name of Responsible Agency Representative

Title of Responsible Agency Representative

**Distribution:**

- Local agency sends original, one copy, and copy saved on CD/DVD to the DLAE.
- Local Agency emails saved PDF application form to BFU.
- DLAE forwards original and CD/DVD to BFU.
- DLAE retains copy for district file.

**VI. FOR CALTRANS USE ONLY**

<b>BTA No:</b>	\$		
<b>DLAE Rank</b>	\$	<b>DLAE Score \$</b>	\$
<b>DLAE Rating</b>	\$	<b>HQ Score \$</b>	\$
<b>HQ Rating</b>	\$	<b>Weighted Score</b>	\$
<b>Weighted Rating</b>	\$	<b>Requested BTA\$</b>	\$
<b>BTA\$ (1<sup>st</sup> Criteria)</b>	\$	<b>BTA\$ (2<sup>nd</sup> Criteria)</b>	\$
<b>10% Res</b>	\$	<b>BTA Res</b>	\$
<b>BTP RTPA</b>	\$	<b>CEQA</b>	\$
<b>CWA</b>	\$	<b>Eligibility</b>	\$
<b>Application Status</b>	\$		
<b>Assembly Name</b>	\$	<b>Assembly District</b>	\$
<b>Senate Name</b>	\$	<b>Senate District</b>	\$
<b>Authorized Representation</b>	\$	<b>Title</b>	\$
<b>District Comments</b>	\$		
<b>HQ Comments</b>	\$		
<b>Missing Items</b>	\$		

\$