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*Flex your power!
Be energy efficient!*

December 19, 2008

To: REPRESENTATIVES OF CALIFORNIA LOCAL GOVERNMENT
APPLICABLE CALTRANS EMPLOYEES
REPRESENTATIVES OF THE PRIVATE SECTOR

Subject: Local Assistance Program Guidelines

Enclosed is the Department of Transportation (Caltrans) Division of Local Assistance Program Guidelines (LAPG). The Division of Local Assistance assists local agencies in taking advantage of State and federally funded transportation programs. We accomplish this by developing implementation policies that are consistent with Legislative requirements. This publication is to be used as a tool to help local agencies improve mobility across California.

These guidelines provide a detailed description of the various State and federal programs available for financing local public transportation projects. The topics discussed under each program include, but are not limited to: project eligibility requirements, project selection process, funding levels, key decision makers, special processing requirements, critical implementation dates, and other relevant references. The "Transportation Funding Opportunities Guidebook," a more compact companion publication provides brief overviews of the various State and federal programs, is also available at:

http://www.dot.ca.gov/hq/LocalPrograms/lam/Transportation_Funding_Guidebook.pdf

The LAPG was originally issued on July 1, 1996, and has been continually updated ever since by a process which releases Local Programs Procedures (LPPs). The LPPs are documents used for the deployment of new procedures and policies between updates of the manual and guidelines. They are numbered according to calendar year and order in which released (i.e. the first LPP issued during the year 2008 would be LPP 08-01). This 2008 printed edition of the LAPG contains all LPPs issued up to and including LPP 08-03. An entire chronological list of LPPs has been made available for historical reference and can be viewed on the Local Assistance Home Page at: <http://www.dot.ca.gov/hq/LocalPrograms/>. The LAPG is maintained online at: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapg.htm>. To subscribe to the DLA Web site for continual LPP updates, please go to: <http://www.dot.ca.gov/hq/LocalPrograms/sub.htm>

Our goal is to make the guidelines streamlined and user friendly. If you have any questions or wish to make comments for ongoing improvements to the guidelines, please feel free to contact

Representatives of California Local Government
Applicable Caltrans Employees
Representatives of the Private Sector
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the LAPG and Local Assistance Procedures Manual Coordinator (LAPM)–David Saia at (916) 654-5620 or by e-mail at David_Saia@dot.ca.gov or the Manual Editor–Evelyn Williams at: Division.of.Local.Assistance@dot.ca.gov. You may also offer your suggestions by completing the enclosed form and return it to us with your comments.

Sincerely,



KEVIN POKRAJAC, Chief
Office of Procedures Development & Training
Division of Local Assistance

Enclosure