



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Interested Parties

DATE: August 17, 2015

FR: Kevin Mulder

RE: Caltrans Sustainable Transportation Planning Grants Program FY 16-17 Cycle

Caltrans released the Fiscal Year 2016-2017 round of federal and state planning grants on August 17, 2015. **Applications are due to Caltrans on October 30, 2015** for the following grant programs:

- Strategic Partnerships
- Sustainable Communities

Attachment 1 includes a brief summary of the grant programs and applicant eligibility. The grant application and all Caltrans requirements are found at: <http://www.dot.ca.gov/hq/tpp/grants.html>. Please review the Grant Application Guide document on the website, which provides detailed information about the grant programs and the application process.

Caltrans will host an **informational open house** about these grant programs on Thursday, September 10th, from 10 AM to 12 PM at the Caltrans District 4 Office, 111 Grand Avenue, Oakland, in the Parkview Room (Room 15-700). Prospective applicants are welcome to attend this event to receive a presentation on the grant programs and application process.

For Strategic Partnerships grants:

As indicated in the Caltrans materials, Metropolitan Planning Organizations (MPO) are eligible to apply as Primary Applicants. MTC is the MPO in the nine-county San Francisco region. If you are interested in submitting a Strategic Partnerships grant application:

- Notify MTC by **October 1, 2015** of your intent to apply under this category providing a brief project description.
- Secure the 20% local match required for this grant program.
- Provide MTC by **October 13, 2015** several application elements including: the cover sheet (first page of the application) and signature sheet (last page of the application) which requires signature by MTC; project description; and scope of work and timeline. Your agency/organization signature must already be on the signature sheet. We will then return the fully signed signature sheet to you.
- Complete the application and submit it to Caltrans by the **October 30, 2015** deadline. It is your responsibility to submit the application to Caltrans.
- Following submittal to Caltrans in October, provide MTC with a printed and electronic copy of the final grant application

For Sustainable Communities grants:

If you are interested in submitting a Sustainable Communities grant application and are applying on behalf of a city, county, transit operator, or Native American Tribal Government:

- You should submit grant applications directly to Caltrans. **As your agency qualifies for direct grant applications to Caltrans, please work directly with Caltrans staff to apply for this planning grant.**

If you are interested in submitting a Sustainable Communities grant application and your organization is a university, community college, community-based organization, non-profit organization or other public entity:

- As your agency/organization is not eligible to submit an application on your own, **you will need to identify a primary applicant** (as detailed in Attachment 1) **and request that that agency sponsor your grant application.** This allows you to submit a grant application as a “sub-applicant”.

Caltrans Contacts

If you have questions about either of the grants or the application process, or would like to talk directly to Caltrans staff to refine your grant idea, please contact the following Caltrans staff.

| <i>Strategic Partnerships Grants</i> | <i>Sustainable Communities Grants</i> |
|--|--|
| Cameron Oakes cameron.oakes@dot.ca.gov , 510-622-5758 | Becky Frank becky.frank@dot.ca.gov , 510-286-5536 |
| | Blesilda Gebreyesus blesilda.gebreyesus@dot.ca.gov , (510) 286-5575 |

Letters of Support:

Eligible applicants requesting a letter of support from MTC should plan to submit a request, including a sample letter of support, to my attention **no later than October 12, 2015** with the following:

- Contact name and mailing address (Note that letters of support must be addressed to the applicant and must be submitted with the application.)
- Sample letter of support
- Grant program for which you are applying
- Project description (preferably the scope of work)
- Grant request amount

You are encouraged to consider how your proposal relates to Plan Bay Area (the region’s Sustainable Communities Strategy/Regional Transportation Plan) and how your proposal complements Plan Bay Area policies and strategies. MTC staff will review these requests and work with applicants to achieve consistency with the appropriate regional policies and strategies.

Please contact Kevin Mulder (kmulder@mtc.ca.gov, 510-817-5764) if you have further questions.

Attachment 1
Summary of FY 16/17 Caltrans Planning Grants

Strategic Partnerships

Consistent with the intent of partnership planning, the Strategic Partnerships grant funds planning projects that encourage regional agencies to partner with Caltrans to identify and address statewide/interregional transportation deficiencies in the state highway system, strengthen government-to-government relationships, and achieve programmed system improvements, all in an effort to achieve the Caltrans Mission and overarching objectives.

Who May Apply as **Primary Applicants** – Metropolitan Planning Organizations/Regional Transportation Planning Agencies (MPO/RTPAs); **Sub-applicants** – transit agencies, universities, community colleges, Native American Tribal Governments, cities and counties, community-based organizations, non-profit organizations, and other public entities.

An estimated \$1.5 million is available for this grant cycle, with maximum grant awards up to \$500,000 (minimum grant is \$100,000). A local match of 20% of the total project amount is required.

Sustainable Communities

The Sustainable Communities grant funds transportation planning projects that identify and address mobility deficiencies in the multimodal transportation system, encourage stakeholder collaboration, involve active public engagement, integrate Smart Mobility 2010 concepts, ultimately result in programmed system improvements, and ultimately result in programmed system improvements.

Who May Apply as **Primary Applicants** – MPO/RTPAs, Transit Agencies, Cities, Counties, and Native American Tribal Governments; **Sub-applicants** – Transit Agencies, Universities, Community Colleges, Native American Tribal Governments, Cities and Counties, Community-Based Organizations, Non-Profit Organizations, and Other Public Entities.

An estimated \$8.3 million is available for this grant cycle, with maximum grant awards up to \$500,000 (minimum grant is \$50,000). A local match of 11.47% of the total project amount is required.

MTC does not accept sub-applicants for the Sustainable Communities grant program. Community-based organizations, non-profit organizations, and universities are not eligible to apply on their own for this grant. These organizations must apply as a sub-applicant to an eligible agency (cities, counties, transit agencies, Native American Tribal Governments).

Please refer to <http://www.dot.ca.gov/hq/tpp/grants.html> for more information on all grant programs or attend the Caltrans informational open house on Thursday, September 10th, from 10 AM to 12 PM at the Caltrans District 4 Office, 111 Grand Avenue, Oakland, in the Parkview Room (Room 15-700).