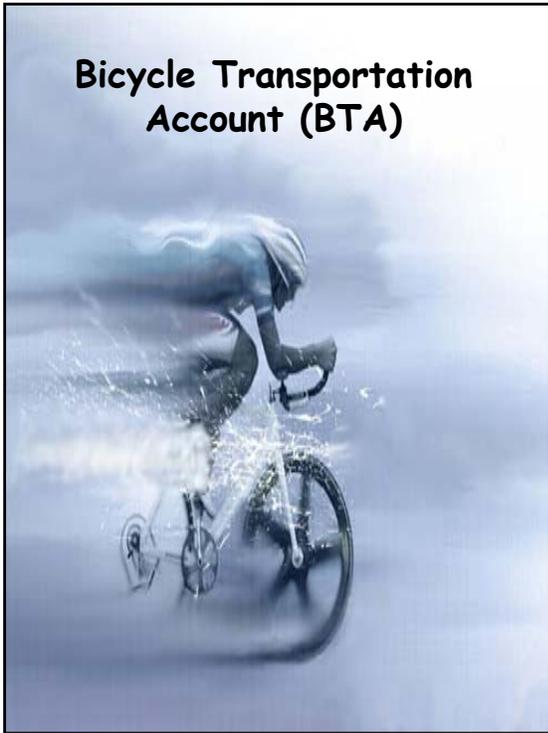
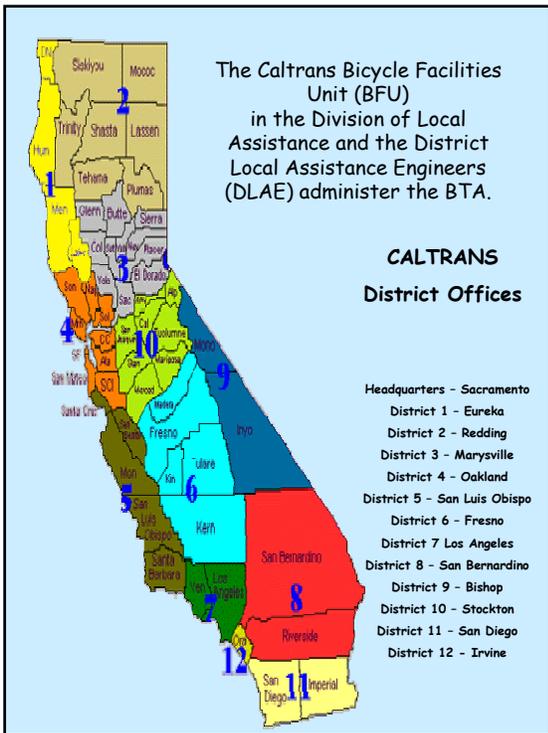
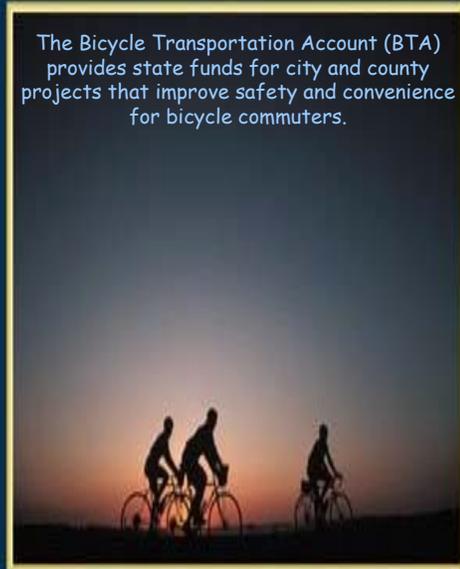


Bicycle Transportation Account (BTA)



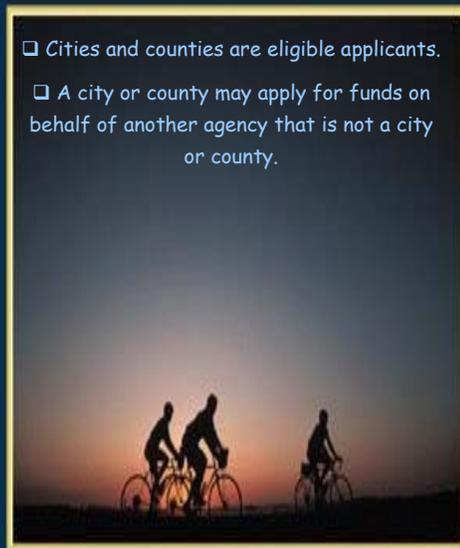
Introduction

The Bicycle Transportation Account (BTA) provides state funds for city and county projects that improve safety and convenience for bicycle commuters.



Applicants

- Cities and counties are eligible applicants.
- A city or county may apply for funds on behalf of another agency that is not a city or county.



Program Eligibility

- ❑ Prepare and adopt a Bicycle Transportation Plan (BTP).
- ❑ Streets and Highways Code Section 891.2 Compliance.
- ❑ Regional Transportation Planning Agency Approval.
- ❑ Caltrans Bicycle Facilities Unit Approval.
- ❑ BTP adoption establishes eligibility for five consecutive BTA funding cycles.



Project Categories

- ❑ Bikeways, bicycle parking, bicycle racks on public transit vehicles, traffic control devices, safety improvements on existing bikeways, planning, improvement and maintenance of bikeways.
- ❑ Bikeway projects must conform to the Highway Design Manual (HDM), Chapter 1000 and the California Manual of Uniform Traffic Control Devices (CA MUTCD).



Funding Considerations

- ❑ The BTA provides \$7.2 million in state funds, per Streets and Highways Code Section 2106.
- ❑ The funds must be encumbered within the fiscal year of appropriation. The funds are then available for expenditure during the succeeding two fiscal years.



Funding Criteria

- ❑ Local Agencies must provide a minimum 10 percent match - based on the total project cost.
- ❑ No applicant shall receive more than 25 percent of the total amount allocated to the BTA in a single fiscal year.
- ❑ The local match may come from any source except the BTA.



Schedule

- ❑ Each year HQ sends a memo about the upcoming BTA cycle to the Districts.
- ❑ The Districts forward the information to all cities and counties within their jurisdiction.
- ❑ Local agency applications and BTP's are typically due to Caltrans District Local Assistance offices the first working day of December.



Local Agency Role

- ❑ Prepare & adopt a BTP.
- ❑ Prepare a BTA application.
- ❑ Submit application to DLAE.
- ❑ Execute Local Agency - State Agreement.
 - ❑ Implement project.
 - ❑ Submit invoices.
 1. Progress invoices to BFU (throughout 3-year project).
 2. Final invoice to DLAE (by April 1 of the 3rd year).



Regional Agency Role

- ❑ Review & approve BTP.
- ❑ Some regional agencies prepare a regional BTP & request local agency sponsorship of BTA applications.
- ❑ Some regional agencies prioritize BTA projects.



District Role

- ❑ Forward BTA solicitation package to local agencies.
- ❑ Review BTA applications per criteria.
- ❑ Forward BTA applications, BTP's, District BTA Evaluation form and a ranking of projects to HQ BFU by the first week of January - IMPORTANT.
- ❑ Inspect project & process final invoice.
 - ❑ Respond to inquiries.



Headquarters Role

- ❑ Request District solicitation of BTPs & BTA applications
- ❑ Review BTPs and log BTA applications into a database.
 - ❑ Convene BTA Committee.
- ❑ Forward recommended list of BTA projects to HQ management for selection of projects.
- ❑ Process Local Agency - State Agreements.
- ❑ Process progress pay and review final invoice.
- ❑ Respond to inquiries.



References

- ❑ Funding - S&H Code Section 2106
- ❑ Bicycle Transportation Act - S&H Code Section 890 - 894.2
- ❑ Local Programs Procedure Guidelines - Chapter 21
 - ❑ Highway Design Manual Chapter 1000
- ❑ California Manual on Uniform Traffic Control Devices
 - ❑ Division of Local assistance web site <http://www.dot.ca.gov/hq/LocalPrograms>

