

Agenda

December 13, 2011
10:30 am – 12:30 pm

MTC
 101 Eighth Street
 Oakland, CA 94607
 Contact: Sri Srinivasan
 (510) 817-5793

Telephone Number: (712) 432-1438
Participant Access Code: 932832#

Meeting called by: Muhaned Aljabiry
Facilitator: Abhijit Bagde
Recorder: Bruce Abanathie

Agenda Topics

Item	Description	Time	Presenter
1	Agenda	10:30	Abhijit Bagde
2	Ground Rules	10:35	Abhijit Bagde
3	Approval of 10/18/2011 meeting minutes	10:40	Abhijit Bagde
4	Announcements and updates: <ol style="list-style-type: none"> 1. CT Federal Programming Office staffing – Muhaned Aljabiry 2. CMAQ Annual Report – Kang Tang 	10:45	All
5	Follow-Up Items from last meeting: <ol style="list-style-type: none"> 1. CT Federal Programming Office will send out the SRTS listing as soon as it is received from DLA – Item completed 2. MPOs to send any additional information on “Flex Fund Transfer” to Sri Srinivasan, MTC, by October 31, 2011 3. Mike Brady, CT, to work with FHWA to seek guidance on “road diets” 4. Michael Lange, CT-DMT, will complete the 5307 Lapse Fund report and forward a copy to Abhijit to be distributed to the group 5. Michael Lange will complete the 5307 Governor’s Apportionment report on the and forward a copy to Abhijit bagde, CT, to be distributed to the group 6. Michael Lange will look into why the lists are inconsistent regarding JARC Program and report back to Abhijit bagde, CT 7. The RSTP-CMAQ apportionment tables will be sent out within the next few weeks – Item completed 8. Lima Huy, CT will email a survey to MPOs for feedback on the FTIP/FSTIP Workshop – Item completed 9. Muhaned Aljabiry, CT, will forward the AASHTO report on programming to Abhijit Bagde, CT, to distribute it to the group – Item completed 	10:55	Abhijit Bagde
6	Schedule for the next FTIP/FSTIP (Handout No. 1)	11:10	Lilibeth Green
7	FTIP/FSTIP Development Workshop	11:15	Lima Huy
8	Use of Toll Credits (Handout No. 2)	11:20	Abhijit Bagde

9	Procedures for programming of 2012 STIP Projects in 2013 FTIP (Handout No. 3)	11:25	Dennis Jacobs
10	Moving Ahead for Progress in the 21st Century (MAP-21)	11:35	Dan McKell
11	CT delegation to MPO Executive Director for approving administrative modifications for the FSTIP	12:05	Muhaned Aljabirt
12	Division of Mass Transportation (DMT) Update	12:10	Michael Lange
13	Communicating with local agencies regarding Caltrans managed safety programs (Handout No. 4)	12:15	José Luis Cáceres/ Yin-Ping Li
14	<ul style="list-style-type: none"> • Follow-Up Items • Open Forum • Future Agenda Items 	12:25	All
15	Future meeting dates and locations: <ul style="list-style-type: none"> • March 6, 2012 SACOG, Sacramento (10:30 am – 12:30 pm) • April 17, 2012 Caltrans, Sacramento (10:30 am – 12:30 pm) • June 5, 2012 MTC, Oakland (10:30 am – 12:30 pm) • July 17, 2012 SACOG, Sacramento (10:30 am – 12:30 pm) 	12:30	All

California Federal Programming Group (CFPG)

Minutes for December 13, 2011:

1. Agenda:

Abhijit Bagde (CT Federal Programming Office) led the introduction of participants and reviewed the agenda

Handouts were emailed to the group prior to the meeting and will be addressed during the agenda item that they relate to. Handout #2 has been modified and the new version emailed this morning. Abhijit brought copies for those that were traveling to the meeting.

2. Ground Rules:

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible.
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions.
- This is a forum to hear everyone's concerns, comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow-up items and meeting notices by the deadlines.
- Except for follow-up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record."
- **When not speaking, phone participants to keep their phones on mute if possible.**
- **Do not place conference call on hold. Please hang up and redial if you must take another call.**
- Meeting minutes to be distributed to the group with 10 days after the meeting.

Bolded items were emphasized by Abhijit.

3. Minutes of the Last Meeting:

The final minutes of the October 18, 2011 meeting were provided via email prior to the meeting and no additional comments were made.

4. Announcements and Updates:

A. CT Federal Programming Office staffing – Muhaned Aljabiry

Muhaned informed the group that Kan Tang has accepted a position in District 4 Office and that her assigned MPOs will be reassigned to other Programming Office staff until Kang's position can be filled. Muhaned thanked Kang for the great work that she accomplished in her relatively short time in the Programming Office; such as the financial constraint tables and the Annual CMAQ reporting Spreadsheets.

B. CMAQ Annual Report – Kang Tang

Kang Tang (CT Federal Programming Office) notified the participants that the CMAQ Annual Report is due to Caltrans by Friday, December 30, 2011.

Sri Srinivasan (MTC) announced that Adam Crenshaw is now officially a permanent MTC employee.

Muhaned also announced that Sue Kiser is on terminal vacation and officially retired from FHWA.

5. Follow-up Items from Last Meeting

- A. CT Federal Programming Office will send out the SRTS listing as soon as it is received from DLA – Item completed, information sent to MPOs and posted on Programming website.
- B. MPOs to send any additional information on “Flex Fund Transfer” to Sri Srinivasan at MTC, by October 31, 2011. Sri stated that she received no additional information. Abhijit noted that this item, although work will be continuing, will be dropped from the agenda until new developments arise.
- C. Mike Brady (CT) to work with FHWA to seek guidance on “road diets”. Mike reported that he had no new information, but has not been able to progress on the issue. Sri clarified that the issue to be researched was regarding a standard by which certain types of “road diet” project can be considered exempt projects. The question is based on FHWA reporting of similar projects. Mike stated that the question is similar to the question about roundabout projects.

Abhijit requested that Stew Sonnenberg (FHWA) work with Mike and EPA to get some information on this item for the next meeting.

- D. Michael Lange (CT-DMT) will complete the 5307 Lapse Fund report and forward a copy to Abhijit to be distributed to the group. Michael stated that he was still working with FTA to complete the task. *This item remains a follow-up item.*
- E. Michael Lange will complete the 5307 Governor’s Apportionment report on the and forward a copy to Abhijit Bagde, CT, to be distributed to the group. This item is still pending as well and *remains a follow-up item.*
- F. Michael Lange will look into why the lists are inconsistent regarding JARC Program and report back to Abhijit Bagde. This item is also still pending, but Abhijit and Michael agreed that for programming purposes, we should always use the list that comes from the Caltrans Federal Programming Office.

Muhaned asked Michael to continue to follow up on this item.

- G. The RSTP-CMAQ apportionment tables will be sent out within the next few weeks – Item completed, information sent to MPOs and posted on Programming website – Item completed.
- H. Lima Huy, CT will email a survey to MPOs for feedback on the FTIP/FSTIP Workshop. – Item completed, see item #7.
- I. Muhaned Aljabiry, CT, will forward the AASHTO report on programming to Abhijit Bagde, CT, to distribute it to the group – Item completed, information sent to MPOs.

6. Schedule for the next FTIP/FSTIP - Update

Lilibeth Green (CT Federal Programming Office) went through Handout #1, explaining the adopted schedule of the 2013 FTIP/FSTIP. The 2012 SHOPP will probably not be adopted until April 2012. This may affect the ability of MPOs to complete their SHOPP programming. A discussion about the schedule centered on the preference for the submission of as complete an FTIP as possible by the MPOs, rather than having to do amendments to a draft FTIP adopted too early in the time frame made available by Caltrans and FHWA. CT Federal Programming Office staff also noted the necessity to provide the draft FTIPs in the time stated in order to meet the public participation process for the FSTIP.

Sam Kaur (SJCOG) also noted that early adoption of the FTIP created the necessity to do double amendments should you need to amend the 2011 FTIP after posting the draft 2013 FTIP. This has historically also caused problems working within CTIPS.

Bruce Abanathie (KCAG) asked Dennis about the work being done to resolve the cumbersome repeated movement of projects within CTIPS should the need to do a double-amendment arise. Dennis stated that the process is moving forward, but that the first draft of the process had not yet been seen. Dennis then explained the work being done at Caltrans.

MPOs need to respond to Lilibeth's FTIP scheduling survey spreadsheet.

7. FTIP/FSTIP Development Workshop – Lima Huy

Lima Huy (CT Federal Programming Office) stated that she sent out a survey of interest in planning the 2013 FTIP/FSTIP workshop. She received overwhelmingly positive feedback about holding a workshop. Respondents also requested additional workshop sessions. The tentative schedule for January 18-19, 2012 at SACOG met with scheduling conflicts. The next chosen dates (January 24-25) conflicted with the RTPA and CTC meetings. Lima asked for input on the schedule. Options are to move the meeting to later in the month or February, or having the two-day workshop in different locations.

Lima will work with the options and send a revised meeting announcement

8. Use of Toll Credits – Abhijit Bagde (Handout #2 - modified)

Abhijit reminded the group that we had a discussion at the last meeting about the use of toll credits for state and local managed programs. We have received confirmation that we can use toll credits for the programming years of the 2013 FTIPs. The confirmation can be found in the minutes of the previous RTPA meeting.

STIP projects may use toll credits if the capital costs for right of way and construction are more than \$1 million (programmed as STIP-AC). If the costs are less, state funds will be used. For STIP projects that are already using state funds (e.g. bond funds) the state funds will be considered match funds to the federal component of the STIP. TE projects may also be funded using toll credits.

SHOPP projects will be programmed as 100% federal with SHOPP-AC using toll credits. Highway Maintenance and the State Minor Program projects are also programmed 100% federal using toll credits

Local Assistance managed programs are using toll credits. HBP (off-system bridges) projects are eligible. Safety programs are not using toll credits (HR3, HSIP, SRTS/SR2S, etc).

CMAQ and RSTP projects may use toll credits at the discretion of the MPO programming the projects.

FTA projects, including flex fund transfers are eligible for toll credits.

Sam Kaur noted that the initial toll credit program required a policy for maintenance of effort on the part of the MPOs. Are we going to need to re-establish the policy and send any confirmation? Muhaned and Abhijit stated that the issue has not been addressed at Caltrans yet. The programming or Local Assistance offices would provide a notice if that is required.

9. Procedures for programming of 2012 STIP Projects in 2013 FTIP (Handout No. 3)

Dennis Jacobs (CT Federal Programming Office) addressed Handout #3 specifying three dates; March 8, 2012 - the CTC Staff recommendations, March 28, 2012 - the CTC adoption of the STIP, and May 2012 the ability to transfer the STIP into CTIPS. There are four options for moving the STIP into your FTIP. The first, and recommended, option is to wait until the STIP is adopted by the CTC and entered into CTIPS by the CTC Liaison Office, the other options include using the staff recommendations, the county and interregional shares, or programming only the currently programmed STIP and amending the remaining changes in by amendment. All options except the first and recommended option require creating an amendment to the FTIP prior to submitting 2013 FTIP to Caltrans.

Sri and Jose Luis (SACOG) noted that since their agencies do not use CTIPS to program their projects, but upload the information after programming with agency specific software, these options are somewhat different for them.

10. Moving Ahead for Progress in the 21st Century (MAP-21)

Dan McKell (Caltrans Federal Liaison) talked about the significant restructuring the federal programs, the increased flexibility that the new programs will create, and the federal dictates that will undoubtedly accompany the changes. Dan stated that CA will need new legislation to meet the dictates, manage, and take advantage of the federal act. Caltrans wants to work with the regional and local agencies as well as the private sector in developing timely and necessary legislation.

Caltrans will hold information sharing meetings beginning in January and every three weeks after until the legislation at both the federal and state levels are passed. Caltrans is considering forming consensus groups and issue based sub-working groups to move through the process.

Both the House and the Senate are pushing through reauthorization bills. The Senate MAP-21 is expected to be approved by the Senate in January and the as yet unnamed House bill in February.

The steps to approval in the Senate are; the origination and mark up of the bill in the Environment and Public Works Committee for the highway provisions (Nov 2011), the mark up by the Banking Housing and Urban Affairs for transit (Dec 2011), and the Commerce Science and Transportation Committee for rail and safety (Dec 2011) and

finally the Committee on Finance (Jan 2012) to establish the fund sources to pay for the bill. The Senate bill is a two year bill at 2011 funding levels.

The House will be on break until January 2012. The Transportation and Infrastructure Committee will mark up the bill the end of January or in early February. The remaining committee and floor presentations are not yet scheduled, but they say it will be by the end of February 2012. The House bill is a six year bill at 2011 funding levels. They propose to pay for the bill using revenues from new gas and oil drilling. These financial remedies are highly controversial.

Neither body will pass the other's bill, so a Conference Committee will be needed to write a final reauthorization bill. Caltrans wants to provide comments on the bills prior to the beginning of the conference committee process due to the possibility of losing the opportunity to emphasize our state priorities. Caltrans has had the opportunity to recommend changes to the legislation based on the 2009 statewide principles developed through the consensus group and approved by the Governor.

1. Ensure financial integrity of the highway and transit trust funds,
2. To rebuild and maintain transportation infrastructure in a good state of repair.
3. National Economic priority
4. Enhance mobility through congestion relief within and between metropolitan areas
5. Strengthen the commitment to safety and security particularly with respect to rural roads and access
6. Strengthen comprehensive environmental conservation and stewardship
7. Streamline project delivery

Some of these are reflected in MAP-21.

11. CT delegation to MPO Executive Director for approving administrative modifications for the FSTIP

Muhaned Aljabiry, (CT Federal Programming Office), announced that many MPOs now have delegated authority from Caltrans to approve FTIP administrative modification for the FSTIP. Muhaned also mentioned that MPO Board that would like to authorize its MPO Executive Director to approve administrative modifications to FTIP and the FSTIP, in such case a signed board resolution that includes the language authorizing MPO Executive Director to approve administrative modifications to FTIP and the FSTIP is required.

12. Division of Mass Transportation (DMT) Update – Michael Lange

Item has been moved to the next meeting.

13. Communicating with local agencies regarding Caltrans managed safety programs (Handout No. 4)

Jose-Luis Caceres, SACOG, presented Handout No. 4, which demonstrates SACOG's process for communicating with their local agencies about Caltrans managed safety programs. Also,

included in this document are three FAQs pertaining to EPSP and why projects are programmed in the CONSTRUCTION phase.

14a. Follow-up Items

1. 2013 FTIP - MPO Timeline Survey: MPOs to respond to Lilibeth Green by December 16, 2011
2. Stew Sonnenberg and Mike Brady to consult EPA on AQ exemption for Road Diets
3. Lima Huy to e-mail MPOs regarding new 2013 FTIP/FSTIP Workshop schedule

14b. Open Forum

None

14c. Future Agenda Items

None

15. Future Meeting Dates

March 6, 2012 @ SACOG

Handout No. 1 for Item No. 6

2013 Federal Transportation Improvement Program (FTIP)/
Federal Statewide Transportation Improvement Program (FSTIP)
Development Schedule

Activity #	MAJOR TASKS	Who	Target Completion Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
1	FTIP/FSTIP Development	Caltrans/MPO	12/15/2012													
2	Submit 2012 SHOPP to CTC	Caltrans	1/15/2011													Estimated date per SHOPP Program
3	FTIP/FSTIP Workshop	Caltrans, MPOs, FHWA/FTA	1/26/2012													Scheduled for Jan 25-26, 2012
4	CTC Staff Recommendations for 2012 STIP	CTC	3/8/2012													per 2012 STIP Schedule
5	CTC Adoption of 2012 STIP	CTC	3/28/2012													per 2012 STIP Schedule
6*	CTC Approval of 2012 SHOPP	CTC	4/25/2012*													Estimated date per SHOPP Program
7	2012 STIP Available in CTIPS	Caltrans	5/15/2012													Estimated date per STIP Program
8*	2012 SHOPP Available in CTIPS	Caltrans	6/1/2012													Estimated date if adopted in April 2012
9*	2012 SHOPP Report to MPOs	Caltrans	6/15/2012													Estimated date if adopted in April 2012
10	DRAFT 2013 FTIPs to Caltrans	MPOs	9/3/2012													9/3/2012 - final deadline per 2013 FTIP/FSTIP Schedule Note: Dates vary by MPO. Draft FTIPs should be submitted to State/feeds at the start of the FTIPs public review period.
11	Submit 2013 FTIP Amendments to Caltrans	MPOs	10/1/2012													Amendments submitted by this date will be included in the Draft FSTIP
12	Final 2013 FTIPs to Caltrans	MPOs	10/1/2012													Per 2013 FTIP/FSTIP Schedule
13	Post Final 2013 FTIP on MPO's website	MPOs	10/5/2012													Must be posted before the the FSTIP PP schedule
14	Start of DRAFT 2013 FSTIP Public Participation	Caltrans	10/8/2012													21-day PPP - based on 2013 FTIP/FSTIP schedule
15	End of DRAFT 2013 FSTIP Public Participation	Caltrans	10/29/2012													Per 2013 FTIP/FSTIP Schedule
16	Address Public Comments	Caltrans	11/12/2012													Per 2013 FTIP/FSTIP Schedule
17	FSTIP Submittal to FHWA/FTA	Caltrans	11/15/2012													Per 2013 FTIP/FSTIP Schedule
18	FSTIP Federal Approval	FHWA/FTA	12/17/2012													Per 2013 FTIP/FSTIP Schedule

* Target dates will change if CTC adopts 2012 SHOPP before April 2012.

CALTRANS
CTC
MPO
FHWA/FTA

Handout No. 2 for Item No. 8

Use of Toll credits for the 2013 FTIP

Toll Credits (TCs) can be used for the duration of the 2013 FTIP/FSTIP (FY 2012/13 – FY 2015/16) for state and local highway, and transit projects.

1. STIP Projects:

Projects with the construction cost (excluding support costs) and/or the right of way cost (excluding support costs) greater than \$1 million are eligible to receive TCs. For these projects, STIP – IIP or RIP funding portion of the project (including all support and capital costs) shall be programmed with 100% “STIP-AC” fund type (flexible federal fund type) shown below using TCs.

Any non STIP project funding (e.g. Prop 1 B, Local Funds) shall be programmed in accordance with the STIP funding details per CTIPS. If the STIP (IIP or RIP) funding for a project is a combination of federal funds and Prop. 1B funds, TCs shall not be used because the Prop. 1B funds would be used for the required federal match.

TE projects (RIP and IIP) can be programmed as 100% federally funded projects using TCs.

2. SHOPP Projects: All projects shall be programmed with 100% “SHOPP-AC” fund type (flexible federal fund type) using TCs.
3. Highway Maintenance Projects: Projects shall be programmed with 100% federal funds (STP or NHS) using TCs.
4. State Minor Program Projects: All eligible projects shall be programmed with 100% “SHOPP-AC – Minor Program” fund type (flexible federal fund type) using TCs.
5. Local Assistance Managed Programs
 - HBP: TCs are to be used only on off federal aid system projects
 - HSIP, HR3: Not eligible to receive TCs
 - SRTS: projects are always 100% federal funding , no match required
6. CMAQ and RSTP funded projects: Projects may be programmed TCs at MPO’s discretion. Projects using TCs shall note the “use of TCs” in the project description in the FTIP.
7. FTA funded projects. Projects funded from the formula program are eligible to receive TCs. Below is the list of eligible programs. Projects using TCs shall note the “use of TCs” in the project description in the FTIP.

- 5307 including CMAQ and RSTP FTA transfer projects
- 5309
- 5310
- 5311 including CMAQ and RSTP FTA transfer projects
- 5316
- 5317

Handout No. 3 for Item No. 9

Programming of 2012 STIP Projects in 2013 FTIP:

1. The California Transportation Commission (CTC) Staff recommendations for 2012 STIP projects is expected to be released on March 8, 2012.
2. CTC adoption of 2012 STIP is expected on March 28, 2012.
3. 2012 STIP will be available in the California Transportation Improvement Program System (CTIPS) for transferring into FTIPs in May 2012.
4. The total project cost must be programmed in the FTIP, and all projects funding including non-STIP funding must be shown in the FTIP. (Note: if a phase occurs outside the valid FSTIP period, then the total project cost can be shown under the MPO comment section in CTIPS or in the project description)
5. When a STIP project is transferred from the STIP into the FTIP in CTIPS through “CTIPS Transfer Mechanism”, Right of Way Support and Construction Support costs will be added to the corresponding capital costs.

MPOs may choose any of the following four options for programming STIP projects in the 2013 FTIPs:

- i. MPOs may use information from the 2012 STIP after adoption by the CTC. The 2013 FTIP submittals are due to Caltrans on October 1, 2012 to allow MPOs to use this option. Caltrans highly recommends MPOs to use this option.
- ii. MPOs may use CTC staff recommendations for programming 2012 STIP projects in the 2013 FTIPs. See note below.
- iii. MPOs may use the county and interregional shares information from the CTC adopted 2012 STIP Fund Estimate (FE) for programming STIP projects in the 2013 FTIPs. See link below for information.

http://www.dot.ca.gov/hq/transprog/ctcliaison/misc%20OCTCL%20Info/Final_2012_STIP_FE.pdf

For the first three years of the 2013 FTIP (i.e. FYs 2012/13, 2013/14 and 2014/15) MPOs must program only existing projects from the 2010 STIP that are to be re-programmed in the 2012 STIP. MPOs may program new STIP projects, if any, in the fourth year (i.e. FY 2015/16) of the 2013 FTIP. The total programmed STIP funding in 2013 FTIP shall be constrained to the available STIP targets for your region per FE. See note below.

- iv. MPOs may choose to program only existing projects from the 2010 STIP that are to be re-programmed in the 2012 STIP for programming STIP projects in the 2013 FTIPs. See note below.

Note: MPOs choosing options ii, iii or iv from above, an FTIP amendment to the 2013 FTIP may be required, after adoption of 2012 STIP by CTC, in order to align STIP programming from the 2013 FTIP with the adopted 2012 STIP. Such reconciliation shall

be done through the first amendment to the 2013 FTIP, and such amendments, if any, are required to be submitted to Caltrans along with the final 2013 FTIP by October 1, 2012.

Toll Credits:

Toll Credits (TCs) can be used for the duration of the 2013 FTIP/FSTIP. Projects with the construction cost (excluding support costs) and/or the right of way cost (excluding support costs) greater than \$1 million are eligible to receive TCs. However, TCs shall not be used if the non-federal matching requirement has already been met with other non-federal funds.

Guidelines:

1. For the projects eligible to receive TCs, STIP – IIP or RIP funding portion of the project (including all support and capital costs) shall be programmed with 100% “STIP-AC” fund type (flexible federal fund type) shown below using TCs. Any non STIP project funding (e.g. Prop 1 B, Local Funds) shall be programmed in accordance with the STIP funding details per CTIPS.
2. Projects with the construction cost (excluding support costs) and/or the right of way cost (excluding support costs) less than \$1 million, all STIP – IIP or RIP funding portion of the project shall be programmed with 100% “STATE CASH” fund type shown below. (Unless the project is multi-funded with STIP and other federally eligible Local Assistance funding such as CMAQ, DEMO, etc..., in which case all STIP funds shall be programmed with 100% “STIP-AC”).
3. TE projects (RIP and IIP) can be programmed as 100% federally funded projects using TCs. Use the fund type below for programming TE funding.

Fund Types:

1. STIP AC:

The screenshot shows the 'Fund Table Manager' window in the CTIPS system. The main window title is 'CTIPS (California Transportation Improvement Program System)'. The 'Fund Table Manager' dialog is open, showing the 'Edit Fund Type' tab. The 'Fund ID' is 'STIP-AC' and the 'Fund Name' is 'STIP Advance Construction'. The 'Detailed Fund Description' is 'Fund type to be used for programming STIP projects that are to be funded with federal funds. FEDERAL PARTICIPATION: 100 percent.' The 'Type' is set to 'Federal'. The 'Blended Fund Type' section is empty. The 'Program Category(s) Containing this Fund Type' list includes 'IIP', 'IIP Prior', 'RIP', and 'RIP Prior'. The 'MPO Filter' section lists various MPOs with checkboxes, all of which are checked. The 'Check All' button is also present. At the bottom of the dialog, there are buttons for 'Delete Fund Type', 'Add Fund Type', 'Top', 'Prior', 'Next', 'Bottom', and 'Exit'. The status bar at the bottom of the main window shows 'State_overdue', 'Record: 1/27', 'Exclusive', and 'NUM'.

CTIPS (California Transportation Improvement Program System)

File Edit View Actions Tools Help

Fund Table Manager

Edit Fund Type Browse All Funds

Fund Type Details

Fund ID: STIP-AC Fund Name: STIP Advance Construction

Detailed Fund Description (Huh? Button): Fund type to be used for programming STIP projects that are to be funded with federal funds. FEDERAL PARTICIPATION: 100 percent.

Blended Fund Type: Match %: Match Fund: Type: Federal State Local

Program Category(s) Containing this Fund Type: IIP, IIP Prior, RIP, RIP Prior

MPO Filter - This Fund Type Applies to ...

AMBAG BCOG COCOG KCOG MCOG

MTC SACOG SBCOG SCAG SANDAG

Shasta SJCOG SLOCOG STANCOG TCAG

Kings TRPA Madera Rural Non-MPO

Check All ?

Delete Fund Type Add Fund Type Top Prior Next Bottom Exit

State_overdue Record: 1/27 Exclusive NUM

2. STATE CASH:

CTIPS (California Transportation Improvement Program System)

File Edit View Actions Tools Help

Fund Table Manager

Edit Fund Type **Browse All Funds**

Fund Type Details

Fund ID	Fund Name	Detailed Fund Description (Huh? Button)
ST-CASH	State Cash	State fuel tax funds. Commonly used to match federal aid funds (Match %: 11.47%) Can be used to fund 100% cost of project if approval is granted (ie state only funded project)

Blended Fund Type
 Match %
 Match Fund
 Type: Federal State Local

Archived Fund Type
 State Highway Account

Program Category(s) Containing this Fund Type

CT Miner Pgm. Calculated State Match GF IIP GF IIP Prior GF RIP GF RIP Prior Highway Bridge Program - St Highway Maintenance IIP	Select Category to Add <input type="text"/> <input type="button" value="Add"/> <input type="button" value="Delete"/>
--	--

MPO Filter - This Fund Type Applies to ...

<input checked="" type="checkbox"/> AMBAG	<input checked="" type="checkbox"/> BCAG	<input checked="" type="checkbox"/> COFCO	<input checked="" type="checkbox"/> KCOG	<input checked="" type="checkbox"/> MCAG
<input checked="" type="checkbox"/> MTC	<input checked="" type="checkbox"/> SACOG	<input checked="" type="checkbox"/> SBCAG	<input checked="" type="checkbox"/> SCAJ	<input checked="" type="checkbox"/> SANDAG
<input checked="" type="checkbox"/> Shasta	<input checked="" type="checkbox"/> SACOG	<input checked="" type="checkbox"/> SLOCOG	<input checked="" type="checkbox"/> STANCOG	<input checked="" type="checkbox"/> TCAJ
<input checked="" type="checkbox"/> Kings	<input checked="" type="checkbox"/> TRPA	<input checked="" type="checkbox"/> Madera	<input checked="" type="checkbox"/> Rural Non-MPO	

Selected 32 records in 0.02 seconds

NUM

3. TE:

CTIPS (California Transportation Improvement Program System)

File Edit View Actions Tools Help

Fund Table Manager

Edit Fund Type | **Browse All Funds**

Fund Type Details

Fund ID: STPE-S Fund Name: STP Enhancement

Detailed Fund Description (Hit '?' Button):
 Surface Transportation Program - Set aside for Transportation Enhancement Activities. This fund does not include state matching funds, it is 100% federal. This fund is used when there are sufficient local funds to provide the 11.47% match.
 See <http://www.fhwa.dot.gov/infrastructure/progadmin/part1.htm#Enhance>

Blended Fund Type
 Match %: ? Match Fund: [] Type: Federal State Local

Archived Fund Type State Highway Account

Program Category(s) Containing this Fund Type

GF IIP Prior
 GF RIP
 GF RIP Prior
 IIP
 IPP Prior
 Other State
 RIP
 RIP Prior
 SHORP - TEA

Select Category to Add: []
 Add Delete

MPO Filter - This Fund Type Applies to ...

AMBAO BCAG COFCO KCOG MCAO
 MTC SACOG SBCAG SCAG SANDAG
 Shasta SJCOG SLOCOG STANCOG TCAO
 Kings TRPA Madera Rural Non-MPO

Check All ?

Delete Fund Type Add Fund Type Top Prior Next Bottom Exit

State_overdue Record: 1/27 Exclusive NUM

Handout No. 4 for Item No. 13

DEPARTMENT OF TRANSPORTATION

ADDRESS
CITY, CA zip
PHONE
FAX
TDD



*Flex your power!
Be energy efficient!*

Date

Dear :

Congratulations! The following [*infrastructure or non-infrastructure*] project(s) has been approved for funding under Cycle 3 of the Federal Safe Routes to School (SRTS) Program.

[APPLICANT, SCHOOL(S), SRTS FUNDS AWARDED, & FUNDING YEAR]

139 project applications were selected out of the 332 applications submitted statewide. Each District through the District Selection Committee Process selected their highest scored projects up to their funding target of \$66 million.

\$42 million of the \$66 million represents the programming capacity available in the current 2011 Federal Statewide Transportation Improvement Program (FSTIP) with anticipated funding in the reauthorization of the new federal act. An additional \$24 million is programmed in the beyond years of the FSTIP in order to maximize future obligations utilizing anticipated capacity in the 2013 FSTIP.

All approved projects will need to be amended into the FSTIP by the Metropolitan Planning Organizations prior to requesting authorization to proceed. In order to fully utilize the programming capacity of the FSTIP, all approved projects will have at least 25% and up to 100% of project funds amended in the 4-year element of the FSTIP based on the project delivery schedule. This will allow all agencies to initiate the delivery of their projects in an expedited manner to meet the safety program delivery requirements. For projects with 75% of their funding programmed in the beyond years of the FSTIP, their funding is expected to be programmed into the 4-year element of the 2013 FSTIP, before their request for authorization for construction.

Caltrans encourages agencies to move forward and obtain authorization for their projects expeditiously. Expedited Project Selection Procedures (EPSP) may be utilized to move forward any project that has been programmed in the 4-year element of the 2011 FSTIP. Caltrans anticipates being able to approve all EPSP requests for the next several years.

Caltrans is now requiring agencies to meet delivery deadlines for key milestones as stated in Caltrans' Cycle 3 SRTS Guidelines. The milestones and delivery deadlines are as follows:

Infrastructure projects:

1. Request for Authorization to Proceed with PE within 6 months after the project is amended into the Federal Statewide Transportation Improvement Program (FSTIP).
2. Request Authorization to Proceed with Construction within 30 months after the project is amended into the FSTIP.
3. Complete Construction and close-out the project within 54 months after the project is amended into the FSTIP.

Non-infrastructure projects:

1. Request for Authorization to Proceed with Construction within 9 months after the project is amended into the FSTIP. Environmental requirements must be met prior to the Request for Authorization to Proceed with Construction.
2. Complete construction and close-out the project within 57 months after the project is amended into the FSTIP.

The project schedule submitted in the application is the commitment by you to deliver the project within the project delivery requirements established by DLA and will be used for project tracking. Caltrans will track the delivery of these SRTS projects and prepare a quarterly report showing the delivery performance of each project. The delivery report is available at:

http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm.

Projects that are on or ahead of schedule will be identified with a green checkmark. Projects that are behind schedule will be identified with a red flag. Flags will be removed in later reports if the agency has completed the milestone. If an agency has a SRTS project that has a red flag in a report that is released during a future SRTS 'call for projects' cycle, Caltrans will not accept SRTS applications from that agency.

The DLA reserves the right to re-program the unobligated federal funds for projects that do not meet the delivery milestones requirements and become flagged. Any unobligated federal funds may be re-programmed to outside of the active 4-year element of the FSTIP. By reserving the right to re-program the unobligated federal funds for projects that do not meet the delivery requirements, the DLA expects to maintain programming flexibility for our safety programs and effectively manage the programming capacity for projects waiting to obligate federal funds. In addition, any agency that has not initiated their project by the first milestone date will be required to submit status and justification for the project to remain in the program. The updated Project Delivery Requirements has been posted at the delivery status website reference above.

Addressee

Date

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We encourage you to consider your agency's ability to deliver your project within the time frames provided under the new delivery requirements. If you determine that the project has environmental, right of way, or other conditions that may prevent your agency from meeting these milestones and you do not want to risk your project being re-programmed or precluded from applying for future SRTS funding, please contact me as soon as possible to discuss your options.

To view the complete project list and implementation guidelines, please visit the Safe Routes to School Website at:

<http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/srts.htm>.

Once your project is amended into the FSTIP and prior to starting any work, please submit a *Request for Authorization to Proceed with Preliminary Engineering* for infrastructure projects or a *Request for Authorization to Proceed with non-infrastructure project* as outlined in Chapter 3 of the *Local Assistance Procedures Manual and the latest Office Bulletin DLA-11-08 for non-infrastructure projects*.

Please contact [NAME] to arrange for an on-site field review to evaluate and assess the entire scope of the infrastructure project. A field review form can be found in the *Local Assistance Procedures Manual* or at the Local Programs website: <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>.

If you have project-related questions, please feel free to contact [NAME] at [PHONE NUMBER], or at [E-MAIL ADDRESS]. If you have program-related questions, please contact the statewide Safe Routes to School Program Coordinator, Dawn Foster. She may be reached at: (916) 653-6920 or at: Dawn.Foster@dot.ca.gov.

Sincerely,

NAME

District Local Assistance Engineer

**Summary of Safety Program (SRTS, HSIP and HR3) Projects Delivery
(By MPO, as of 09/30/2011)**

MPO	Number of Safety Program Projects	Number of Safety Projects with Delivery Milestones in FFY 2011/12			Number of Projects with Red Flags	Programmed Amount	Obligation as of 09/30/2011	% (Obligation/ Programmed)	Projected Obligation in FFY 2011/12
		PE	CON	Close-Out					
COFCG	1	-	-	-	-	\$ 181,748	\$ 166,338	92%	\$ -
MCTC	6	3	-	2	5	\$ 1,581,520	\$ 1,113,710	70%	\$ 77,000
MCAG	6	-	2	3	5	\$ 2,507,469	\$ 1,757,706	70%	\$ 749,763
StanCOG	8	-	1	1	2	\$ 1,616,312	\$ 946,989	59%	\$ -
SBCAG	17	2	7	1	10	\$ 6,800,797	\$ 3,651,740	54%	\$ 2,422,311
SCRTPA	15	-	4	2	6	\$ 10,443,199	\$ 5,515,806	53%	\$ 2,901,224
BCAG	6	1	-	1	2	\$ 3,033,456	\$ 1,493,456	49%	\$ 160,000
TCAG	18	2	5	3	10	\$ 6,250,602	\$ 3,070,635	49%	\$ 1,263,240
SANDAG	46	6	5	7	18	\$ 19,632,583	\$ 9,512,479	48%	\$ 3,887,000
KCOG	21	3	4	4	11	\$ 5,478,229	\$ 2,585,524	47%	\$ 848,061
SACOG	50	2	10	4	16	\$ 30,680,810	\$ 14,022,305	46%	\$ 7,656,119
FCOG	32	2	7	3	12	\$ 8,114,179	\$ 3,600,622	44%	\$ 2,205,020
SLOCOG	9	-	3	1	4	\$ 4,755,830	\$ 2,048,230	43%	\$ 1,807,600
AMBAG	24	4	7	5	16	\$ 8,284,190	\$ 3,550,449	43%	\$ 2,831,192
RURAL	68	1	30	5	36	\$ 33,814,902	\$ 13,766,369	41%	\$ 15,056,358
MTC	142	24	35	20	79	\$ 64,344,098	\$ 24,768,796	38%	\$ 20,095,536
SCAG	335	84	82	34	200	\$ 132,241,405	\$ 42,445,757	32%	\$ 39,608,030
SJCOG	12	-	4	3	7	\$ 5,481,498	\$ 1,731,805	32%	\$ 2,104,200
KCAG	4	1	-	-	1	\$ 765,130	\$ 155,000	20%	\$ 37,000

Total 820 135 206 99 440 36 \$ 346,007,956 \$ 135,903,716 39% \$ 103,709,654
(Average)

SACOG's correspondence with local agencies for Caltrans managed safety programs

Last week Caltrans contacted SACOG to announce the latest round of Federal Safe Routes to School (SRTS) projects. Your agency has either received new SRTS funding or, in the case of El Dorado County and the City of Auburn, Caltrans has asked that your funding be revised.

SACOG added the new projects and made the revisions to the existing projects in the SACTrak MTIP database. Attached is the list of projects and the corresponding SACOG ID. The projects will be amended as part of Formal Amendment #13 to the 2011/14 MTIP. We expect the amendment to be approved by mid or early December. Upon approval, SACOG will email an announcement to the MTIP Email List. You will need the Project ID and the MTIP Amendment # in order to submit the required Request for Project Authorization (RFA) to Caltrans Local Assistance. You may submit your RFA in advance of the MTIP amendment approval, but Local Assistance may not approve the RFA until MTIP amendment approval.

As you know from your grant approval letter, Caltrans has enacted new rigorous standards for project delivery of the SRTS program. Please remember that projects programmed in federal fiscal years (FFYs) 2013, 2014, and beyond are NOT expected (or even allowed) to wait for those years. Caltrans expects your agency to submit its RFA within just months of getting approved in the MTIP, and to stay within the schedule for future phases.

Three Frequently Asked Questions

Q: How do SACOG and Caltrans get us our funds earlier than they're programmed?

A: SACOG and Caltrans have an agreed upon process, called Expedited Project Selection Procedures (EPSP), whereby we can advance you your programmed federal funds to any year in the 4 programmed years of the MTIP--instantly--without even processing an MTIP revision. SACOG employs a similar procedure for CMAQ and RSTP funds.

Q: I need funds for PE and/or ROW phases, but you programmed all my funds in CON--why? How do I revise my project to spread the funding across the phases?

A: Caltrans, SACOG, and FHWA have an agreed to procedure that allows and encourages the programming of all SRTS funding in the CON phase, but the procedure allows the lead agency to request authorization for any phase. Local Assistance knows that the programmed funding in the CON phase is meant to cover any necessary phases, including PE, ROW, and CON. In cases where a project has a mix of SRTS and other federal funding sources, the rules do not apply and the federal funding is instead broken down by phase.

Q: My project is for planning or non-construction work. Why is my funding in the CON phase?

A: Local Assistance procedures require that planning and non-construction

projects be programmed as CON.

Again congratulations. If you have any questions, about programming please contact me. If you have any questions about authorizing you funds, please contact Caltrans Local Assistance.