

California Department of Transportation Interregional Transportation Improvement Program Transportation Enhancement Programming Guidelines

I. Purpose and Authority

These guidelines describe the standards, criteria, and procedures for the development of Transportation Enhancement (TE) projects to be programmed in the Interregional Transportation Improvement Program (ITIP).

In August 2003, the California Transportation Commission (Commission or CTC) approved the Transportation Enhancement Activities (TEA) Program Reform, under Resolution G-03-13, which authorized the programming of TE projects into the STIP. The STIP Guidelines allow the Department of Transportation (Department) to include in the ITIP; TE projects related to the interregional transportation of people or goods or capital outlay projects of statewide benefit and interest.

These guidelines were developed with the following objectives:

- Clearly define roles and responsibilities within the Department
- Establish standards and direction for programming ITIP TE projects
- Develop evaluation criteria under which ITIP TE projects are proposed for programming
- Describe and implement procedures for programming ITIP TE projects

II. Background

The Commission approved the original TE program in 1993 and later revised it in 1998. Funds available for TE projects are divided between the Regions and the State. To accelerate the obligation of Federal TE apportionments, the Commission reformed the process in August 2003 to include TE in the STIP. Now, Regions have TE shares in the Regional Transportation Improvement Program (RTIP), and the State has TE shares in the ITIP. Any TE activities associated with a State Highway Operation and Protection Program (SHOPP) project are funded through the SHOPP, or RTIP if the Regions choose to do so. All TE projects are now subject to the requirements of the STIP as described in the STIP Guidelines, Resolution G-03-19. These ITIP TE programming guidelines do not supersede the STIP Guidelines.

III. Roles and Responsibilities

Districts – Project Development

The District identifies the need and develops a proposed ITIP TE funding solution. A formal TE application is then prepared and sent to Headquarters Local Assistance (LA) for review and eligibility determination. Following the eligibility determination, the District prepares and forwards a Project Nomination Form and an ITIP TE Screening

Form to the Division of Transportation Programming STIP Office. The District will assign someone that can answer questions as the project proceeds through the eligibility review and programming process. The District will be the sponsor for other State or Federal agencies or Tribal Governments proposing TE projects. Once an ITIP TE project is programmed, the District will deliver the project as proposed and programmed.

Headquarters Local Assistance – Determines TE eligibility

Headquarters Local Assistance will review TE applications to determine if projects are eligible for TE funding. The Federal Highway Administration TE guidelines will be used for eligibility determination. Headquarters Local Assistance will send a formal response back to the districts as to the eligibility determination. The eligibility determination will also be forwarded to the TE Liaison and the area STIP Liaison in the Division of Transportation Programming. Headquarters Local Assistance will provide a letter to other State and Federal agencies as to the timeline and procedures for submitting TE projects. Headquarters Local Assistance will re-review eligibility at the Draft Project Report stage or when a Program Change Request is processed.

Division of Transportation Programming – Proposes ITIP TE funds for eligible projects

The STIP Office within the Division of Transportation Programming will collect and review Project Nomination and ITIP TE Screening Forms for all eligible ITIP TE projects. The STIP Office will then provide the necessary information to the TE Ranking Committee (TE Ranking Committee is described below). Once the TE Ranking Committee completes the statewide ranking list, the STIP Office will submit the prioritized projects for inclusion into the ITIP for ultimate adoption into the STIP. The STIP Office processes STIP Amendments and time extensions for programmed ITIP TE projects. The STIP Office also reviews the Request for Funds and the corresponding monthly CTC Financial Vote List for correctness. The Chief of the Division of Transportation Programming makes the final decision on which TE projects to propose for the ITIP.

TE Ranking Committee – Prioritizes eligible ITIP TE projects

A committee comprised of five people will convene to review, compare and score eligible ITIP TE project proposals from a statewide perspective and a project category perspective. The TE Ranking Committee (Committee) will be comprised of two members from Transportation Programming STIP Office, one member from LA, one member from Headquarters Planning and one member from Headquarters Environmental. The Committee will assign point values for each submitted ITIP TE project, prepare a statewide ranking list and present the list to Transportation Programming for possible inclusion into the ITIP.

California Transportation Commission

As it relates to these guidelines, the Commission establishes and adopts STIP Guidelines, adopts a new STIP every two years through RTIP and ITIP proposals, approves proposed STIP Amendments to add, modify or delete projects from the STIP, approves time extensions for existing STIP projects and approves STIP project allocations.

IV. ITIP TE Planning and Programming Guidelines

All projects under consideration for ITIP funding must be consistent with the Interregional Transportation Strategic Plan (ITSP), the ITIP themes, the adopted STIP Guidelines and the Director's Policy regarding Context Sensitive Solutions. The following are highlights of these guidelines and standards:

ITSP and ITIP Themes

The overarching theme of the ITIP is to provide funding for projects that improve the interregional movement of people and goods to and through urbanized areas. It was developed using the ITSP as a guide for completion of key portions of the freeway and expressway systems and the Intercity Passenger Rail Program.

This interregional theme recognizes that transportation needs in California are statewide and varied, and the economic health and quality of life in our state is dependent on the development of a complete multi-modal transportation system "to and through urbanized areas". The improvements must also promote equity, strengthen the economy, protect the environment, respect and protect our valued natural resources and promote a higher quality of life. ITIP themes help to meet these goals and guide ITIP investments. These themes are:

- Complete the ITSP focus Routes
- Reduce Congestion and Promote Livable Communities
- Improve Goods Movement
- Encourage Funding Partnerships
- Environmental Justice

STIP Guidelines

The STIP Guidelines provide specific direction for programming ITIP TE projects. The following are of particular importance to TE projects:

- The Department may not propose ITIP TE grants to local agencies
- The Department must be the implementing agency for ITIP TE projects, with the exception of scenic land acquisition or projects implemented by other State or Federal agencies

Context Sensitive Solutions

The Department's Policy on Context Sensitive Solutions should be used in conjunction with the ITIP and ITSP themes and goals for ITIP TE projects. This policy states:

“The Department uses “Context Sensitive Solutions” as an approach to plan, design, construct, maintain, and operate its transportation system. These solutions use innovative and inclusive approaches that integrate and balance community, aesthetic, historic, and environmental values with transportation safety, maintenance, and performance goals. Context sensitive solutions are reached through a collaborative, interdisciplinary approach involving all stakeholders.”

Federal Matching Requirements

There are two methods of programming the federal match on TE projects. Programming a project with a match and programming a project without a match, as follows:

- With a match - local funds will provide at least 11.47% of the total project cost and the STIP provides 88.53% as federal funds
- Without a match - the STIP will provide the match to federal funds with state funds

The Project Nomination Form and the TE Screening Form must illustrate which type of funding will be required for the federal match.

V. Project Evaluation and Scoring

Proposed projects that satisfy all requirements for ITIP TE eligibility and have the proper complete documentation submitted prior to the final submittal deadline will be evaluated and ranked on a statewide and project category perspective. The Committee will compare and score all projects on a point value scale. The Committee will be subjective, relying on their expertise and experience. The Committee, within the following general framework, may devise its own process and decide what external information to bring for evaluating and scoring the projects. Projects are scored on a 100-point scale with up to 50 points for relative merit and interest from a statewide perspective and up to 50 points for relative value in the project category to which it is assigned by the Committee. Projects that are ITIP TE eligible and have local funding will be given additional consideration during evaluation and scoring. The following are the project categories and the criteria for the statewide evaluation. Following the Statewide Criteria is a detailed explanation of the criteria.

Project Categories

- Historic and archaeological projects
- Scenic beautification projects
- Water quality and wildlife protection projects
- Bicycle and pedestrian projects
- Museums and visitor center projects

Statewide Criteria

- Enhancements to a project on a Focus Route
- Enhancements to a project on a High Emphasis Route
- Enhancements to a project on Interregional Road System (IRRS) Route
- Enhancements to a Highway Project of statewide significance
- Enhancements to Intercity Rail Projects
- Enhancements to an ITIP Grade Separation project
- Enhancements to an ITIP Mass Transit Guideway project
- Grants to other State or Federal agencies for projects to be implemented by Federal or State agencies or for scenic land acquisition by land conservancies
- Projects not integrated with ITIP project, but on IRRS
- Pedestrian and bicycle facilities providing an alternative to IRRS Routes
- Pedestrian and bicycle facilities providing access to State/National Parks or Interregional Surface Transportation facility
- Pedestrian and bicycle facility on a designated state bicycle route
- Enhancement consistent with a Route Concept Report or Transportation Corridor Report and a District System Management Plan

Detailed Statewide Criteria explanation

- Enhancements to a project on a Focus Route – Focus Routes are a subset of High Emphasis Routes that are the highest priority for completion. These routes are in nonurbanized areas and will complete a statewide trunk system. These Focus Routes include the original 13 High Emphasis Routes detailed in the 1989 Blueprint Legislation. The Focus Routes are the following: (Refer to the IRRS listing in the Attachment.)
 - Route 101 – Los Angeles to Oregon Border
 - Route 99 – Bakersfield to Tehama County (also includes Route 70 from 99/70 Junction to Route 149)
 - Route 395 – San Bernardino to Oregon State Line (also includes Route 14)
 - Mexico Gateway Routes – Routes 7, 111, 78, 86, and 905
 - Route 58 – Link from Routes 5 and 99 to Routes 15 and 40 to Nevada and Arizona
 - Route 198 – Only direct east/west route in lower Central Valley
 - Routes 41 and 46 – Links 101 to Routes 5 and 99 in the Central Valley
 - Routes 152 and 156 – Links Central Valley to Monterey Bay region

- Route 20 – Major east/west corridor for the Northern Central Valley (also includes Routes 29, 53, and 49)
 - Route 299 – Major east/west corridor in the north state (also includes Routes 44 and 36)
- Enhancements to a project on a High Emphasis Route – High Emphasis Routes are a subset of the IRRS Routes; non-urbanized portions of these routes connecting urban areas. These routes include Focus Routes as well as the following: (Refer to the IRRS listing in the Attachment.)
 - Route 1
 - Route 5
 - Route 6
 - Route 8
 - Route 10
 - Route 15
 - Route 17
 - Route 40
 - Route 50
 - Route 70
 - Route 80
 - Route 95
 - Route 97
 - Route 120
 - Route 126
 - Route 138
 - Route 139
 - Route 205
 - Route 215
 - Route 505
 - Route 580
- IRRS Routes – Routes established by Streets and Highways Code, Sections 164.10-164.20
- Highway Projects of statewide significance – In keeping with continuing, cooperative, and comprehensive planning, this includes projects of statewide significance with multiple funding sources and support from Regional Agencies
- Intercity Rail – There are three intercity passenger rail corridors overseen by the Department. A project in this category would enhance an existing project, or improvements along one of the corridors. An example of this would be the restoration of a historic Intercity Rail Train Station. The three corridors are:
 - Capitol Corridor
 - Pacific Surfliner Corridor
 - San Joaquin Corridor
- Grade Separations – Enhancement to grade separation projects or passenger rail
- Mass Transit Guideways – Enhancement to a commuter rail project of interregional significance, such as the Altamont Commuter Express
- Grants to other State or Federal Agencies – Projects to be implemented by another Federal or State agency, or for the purpose of acquiring land for scenic purposes by land conservancies
- Projects not integrated with ITIP Project, but on IRRS – Stand-alone enhancement projects that are on a designated IRRS

- Pedestrian and bicycle facilities providing an alternative to IRRS Routes – These projects must have interregional and/or statewide significance and provide a viable alternative to a route or route segment
- Pedestrian and bicycle facilities providing access to State or National Parks or Interregional Surface Transportation facility – These projects must provide access to a State Park, a National Park, or transportation facility that serves an interregional purpose. These projects must have statewide significance
- Pedestrian and bicycle facilities on a designated state bicycle route – These are projects that are on routes are currently designated as a state bicycle route (Currently designated state bicycle routes are: Route 1 – between Capistrano Beach and Lettett; Route 5 – between the Mexican border and Capistrano Beach; and Route 101 – between Leggett and the California-Oregon state line.)
- Enhancements consistent with Route Concept Report or Transportation Corridor Report and a District System Management Plans – These projects tend to be stand alone projects and the enhancements are consistent with the reports

VI. Procedures

- For the effectiveness of these guidelines in prioritizing on a statewide level, all proposed ITIP TE project nominations are to be submitted on the same schedule as normal ITIP project submittals. Follow the schedule outlined on the STIP web site: www.dot.ca.gov/hq/transprog/stip.htm
- All project nominations must have a completed TE application turned into the Division of Local Assistance for TE eligibility determination
 - Once a project is found eligible for ITIP TE funding, a completed Project Nomination Form as well as ITIP TE Screening Form (both available on the STIP website) must be turned into the Division of Transportation Programming to determine if ITIP funding is available
- Projects will be proposed for programming based on priority given by the TE Ranking Committee

Attachment – Interregional Road System Routes