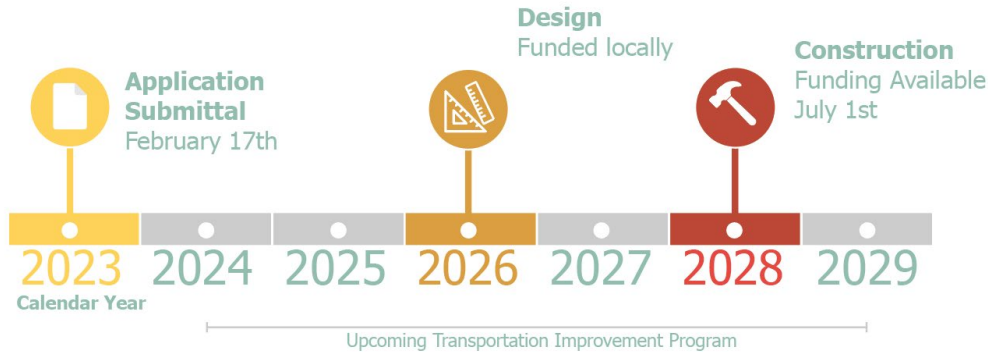




# 2023 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

The purpose of the Palm Beach Transportation Planning Agency's (TPA) Local Initiative (LI) Program is to help advance lower-cost, non-regionally significant transportation projects identified by our communities.



## Application Deadline: February 17, 2023 at 5:00 PM

### ANTICIPATED FUNDING

Anticipated Total Funding Available:	~\$26M/year
Grant Reimbursement Maximum per project:	\$5,000,000
Grant Reimbursement Minimum per project:	\$250,000

### PROJECT ELIGIBILITY

This program intends to fund projects on federal aid eligible roadways and county roadways and may not be on local roads or rural minor collectors. For exceptions, please visit [fhwa.dot.gov/fastact/factsheets/stbqfs.cfm](http://fhwa.dot.gov/fastact/factsheets/stbqfs.cfm)

#### Complete Street projects – including:

Lane Narrowing	Transit Infrastructure	Turn Lanes
Lane Repurposing	Intelligent Transportation Systems (ITS)	Traffic Signals
Bicycle Facilities	Median Modifications	Striping and Marking
Pedestrian Facilities	Signing	
Pedestrian Lighting	Roadway Lighting	

**Transit capital** – Vehicle purchase and shelter construction. Can also pay up to 50% of a 3-year turn-key contract for new transit service (e.g. trolley service).

**Freight efficiency** - Airport or seaport off-site road capacity improvements, railway capacity improvements, truck movement improvements.

### ELIGIBLE PROJECT APPLICANT

- Municipalities
- County
- State
- Transit agencies
- Tribal governments
- Federal agencies



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### PROGRAM REQUIREMENTS

- An applicant may submit a maximum of two (2) applications, with the exception of Palm Beach County who may submit a maximum of six (6) applications across all departments.
- All applicants will be required to meet with TPA Staff to discuss LI applications prior to submittal. Applicants can only submit applications discussed at the meeting.
- Only the highest ranked eligible project application from each agency will be included in the TPA's draft List of Priority Projects, unless the applicant's project lead provides the TPA with a preferred rank of their own projects. Palm Beach County may have up to three (3) projects included in the first round.
- Applications are limited to a minimum request of \$250K and maximum funding amount of \$5M, inclusive of all project phases.
- Applications will be included on the draft List of Priority Projects (LOPP) until anticipated funding is exhausted, however, inclusion on the LOPP does not guarantee funding.
- Applications must be submitted online through the application portal pursuant to program schedule.
- Applications must include all required documents listed in the Submittal Checklist on page 6. Note: Community letters of support are optional and can be submitted for points during scoring.
- Applications will be scored and ranked using the scoring system based on the TPA's 2045 Long Range Transportation Plan (LRTP) adopted goals, objectives and targets and described more specifically on page 4 in the LI Scoring Criteria table.
- Any project that is directly adjacent to single-family residential lots that provide primary access to the impacted roadway must provide proof of public outreach and support. Applicants must provide the total number of impacted properties and have >25% of all directly adjacent single-family landowners in support of the project and no more than 10% of adjacent landowners in opposition. If this requirement is not met, the project will be ineligible.
- Applicants are responsible for covering all unanticipated cost increases, including but not limited to price inflation and increases in the cost of construction. Applicants should anticipate covering these increases with Local Funds by the time the project is ready for construction.
- The TPA Board makes the final decision regarding inclusion of an application on the TPA's List of Priority Projects and may waive any of the above requirements.
- For projects included in the Draft Work Program, applicants will be required to include the project with the source of funding in their capital improvement programs or local program of projects no later than April 15, 2024 in order to retain funding.



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SCHEDULE	
Date*	Activity and Deadline
October 20, 2022	<b>Program Kick-off.</b> TPA Governing Board approves program.
November 3, 2022	<b>Program Application Workshop.</b> FDOT and TPA hold workshop to review program application, scoring criteria, schedule, and project implementation requirements. TPA distributes program overview and application information to local agencies and opens online application portal.
November 7, 2022 - January 31, 2023	<b>Pre-Application Meetings.</b> Applicants participate in a <u>required</u> one-on-one meeting with TPA and FDOT representatives to discuss project specifics and clarify application requirements.
February 17, 2023	<b>Application Deadline.</b> Applicants submit applications, including community letters of support, via online application portal by 5 p.m.
March 3, 2023	<b>TPA Submits Project List and Tentative Ranking to FDOT.</b> TPA submits tentative project rankings to FDOT for project feasibility and eligibility determination.
FDOT/TPA VETTING PROCESS BEGINS	
Late March 2023	<b>First Email to Applicants.</b> After initial application review, FDOT emails applicants requesting additional clarification needed before field reviews. If ineligible, TPA to send formal response.
Early April 2023	<b>Applicant Responses Due.</b> Applicants provide FDOT and TPA responses to requested clarifications.
Mid April 2023	<b>Field Visits.</b> FDOT and applicants perform field reviews to ensure potential project is constructible, requires no right-of way acquisition, and determine if drainage is warranted.
Late April 2023	<b>Second Email to Applicants.</b> FDOT sends an email to applicants with comments on issues / concerns, clarifications, updated cost estimates, and/or requests for missing or updated documentation.
April 28, 2023	<b>Resolution of Support Due to TPA.</b> Applicants must submit a resolution from their governing body and/or the governing body of the facility owner endorsing the project and committing to funding of operations and maintenance.
May 5, 2023	<b>Response from Applicants Due.</b> Deadline for applicants to resolve outstanding eligibility issues and submit final requested documentation to FDOT and TPA.
FDOT/TPA VETTING PROCESS ENDS	
May 26, 2023	<b>FDOT D4 returns Eligibility Determinations.</b> FDOT sends TPA final eligibility determinations to finalize draft priority ranking.
July 5 - 6, 2023	<b>Draft List of Priority Projects to Committees.</b> TPA staff presents draft prioritized list of eligible applications to committees for review and input for TPA Board consideration.
July 20, 2023	<b>Final Priority List Approval by TPA Board.</b> TPA Board approves final List of Priority Projects.
July 21, 2023	<b>Submit Project Priorities to FDOT.</b> TPA submits adopted List of Priority Projects to FDOT and notifies applicants of final priority rankings.

\*Dates as of October 2022. Latest dates will be posted to the website.



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<b>LI SCORING</b>			
<b>CRITERIA</b>	<b>DESCRIPTION</b>	<b>VALUE</b>	<b>MAX</b>
<b>WHAT</b>			
Pedestrian Facility Type NOTE: Multiply length by mile or number of locations by factor shown in Value column	10'+ shared use path	5	10
	8'-9' paved path	4	
	4'-7' sidewalk	3	
	4'+ unpaved path (ADA compliant)	2	
	Sidewalk or shared use path widenings	1	
	Standalone ADA facility (e.g. ped crossings, bus stops, etc.)	0.2	
Bicycle Facility Type NOTE: Multiply length by mile by factor shown in Value column	10'+ shared use path	5	10
	Separated or raised bicycle lanes	4	
	Buffered bicycle lanes	3	
	Designated bicycle lanes	2	
Vehicular Facilities	Project includes TSM components (e.g. connected signals, cameras, vehicle sensors, etc.)	5	20
	Project reduces transit travel time	5	
	Project improves efficient movement of freight in region	5	
	Capacity project improves travel time reliability	5	
<b>WHERE</b>			
Project improves non-motorized facilities at an interchange, bridge, or railroad crossing		5	5
Project improves service at a transit hub		5	5
Project improves pedestrian/bicycle facilities in Tier 1 Ped Gap/Bicycle Corridor		5	5
Project benefits traditionally underserved communities NOTE: Determine Traditionally underserved population index within 1 mile of project	Very High	10	10
	High	6	
	Medium	3	
	Low	0	
Project improves aging infrastructure	Facility in unacceptable condition with widespread deterioration	5	5
	Facility in poor condition with significant deterioration	3	
Project improves performance of hurricane evacuation route		3	5
Project reduces susceptibility to inundation by sea level rise and/or annual flooding		2	
Project improves lighting/pedestrian/bicycle facilities in High Crash Dark-Unlit/Ped/Bicycle Corridor per TPA Vision Zero Action Plan		5	5
<b>WHY</b>			
Project will have positive environmental impacts (i.e. mitigation activity, pollution prevention & abatement, stormwater management, pervious materials, etc.)		5	5
Project provides alternative fuel modes of transportation		5	5
Project is endorsed by members of benefit area (HOA, POA, petition, etc.)		3	5
Project has been tested as a pilot/pop-up with local funds		2	
Project maximizes use of TPA funding	Implementation via LAP Agreement or FTA Flex	5	5
	FDOT Implementation with Local Funding for design	3	
Applicant cancels a previously prioritized and funded project within the past 12 months		-5	0
		<b>TOTAL</b>	<b>100</b>



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### HOW TO APPLY

- 1. Attend the TPA Funding Programs Workshop – November 3, 2022 (optional)**  
Learn about project eligibility, Local Agency Program Certification, and have your specific questions answered by FDOT and TPA Staff.
- 2. Attend Pre-Application Meeting with TPA and FDOT staff (required)**  
All applicants must attend a pre-application meeting with TPA and FDOT between November 7, 2022 and January 31, 2023. TPA will schedule these meetings with FDOT and applicants.
- 3. Gather the required documents**  
Each project submittal requires an application, online form, and supporting documents outlined in the Submittal Checklist provided below. Missing or late documents may result in project ineligibility.
- 4. Submit via online application portal**  
The application process requires the submittal of the application document with associated attachments via the online application portal that can be accessed once live at: [www.PalmBeachTPA.org/LI](http://www.PalmBeachTPA.org/LI)
- 5. Stay Updated**  
Follow the Program Schedule and look out for emails from TPA and FDOT regarding your project application.



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### Palm Beach Transportation Planning Agency

#### **SUBMITTAL CHECKLIST**

*Please use the following checklist to ensure you are including all documents required to be submitted with your application:*

- Application
- Location Map (Aerial)
- Photograph of project location before construction
- Typical Section (Existing and Proposed)
- Detailed Cost Estimate Spreadsheet (prepared and signed by a Professional Engineer from the Agency's Engineering Office)
- Right-of-Way Ownership Verification (Plats, deeds, prescriptions, certified surveys and/or easements)
- Community letters of support (Optional) (due at application submittal: February 17, 2023)
- Commitment Letter from administering agency's director of Engineering or Public Works Department clearly indicating they will "administer and construct the project if funded by the Palm Beach Transportation Planning Agency's (TPA) Local Initiatives (LI) Program" (due at application deadline – February 17, 2023).
- Proof of public outreach and support required if proposed project modifies a roadway that provides primary access to single-family residential lots.
  - Must have > 25% of all landowners in support of the project whose parcel is directly adjacent to the project. If >10% of adjacent landowners oppose the project. If this requirement is not met, the project will be ineligible.
  - The following documentation must be submitted with the application in the form of:
    - Responses to mail outs sent to landowners/residents; Or,
    - Sign-In signatures and input obtained at a neighborhood/public meeting.

NOTE: Attendance at a council meeting for the resolution of support is not considered a public outreach meeting.
- Resolution of support from the facility owner(s) clearly indicating that the project may be constructed as proposed and committing to fund ongoing operations and maintenance of the project – due within 60 days of application due date (April 28, 2023). Resolutions for projects to be administered by FDOT must also include language clearly stating the project "may be administered and constructed by FDOT on behalf of the (ROW owner)."