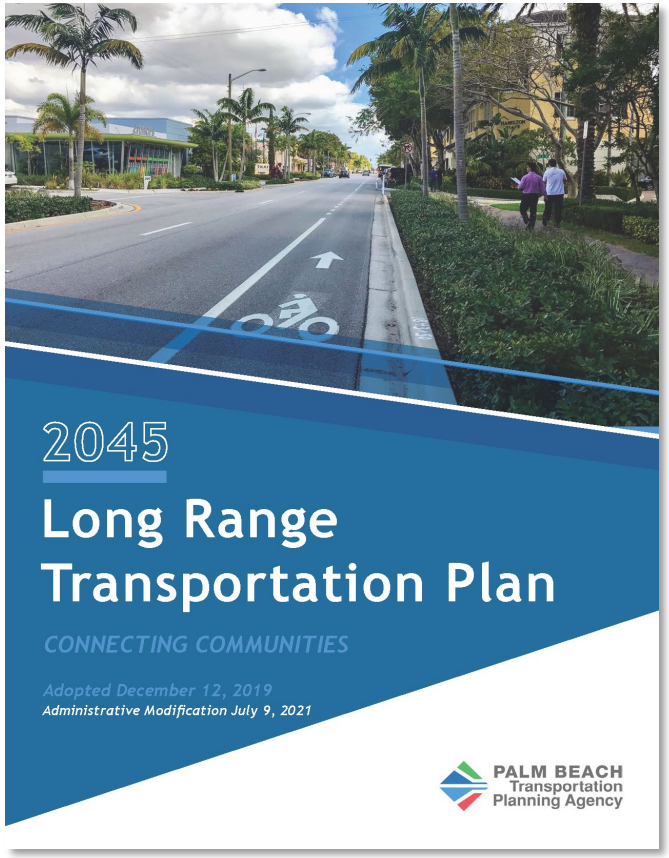
2024 Funding Program Workshop

Transportation Alternatives (TA)

TA Program Overview

- Funds on/off-road and Safe Routes to School
- Sidewalks, bicycle facilities, ped/bicycle signals, lighting, safety
- $5.1M estimated total, $1.5M max per project, $250K minimum

2045 Long Range Transportation Plan (LRTP)



TA program achieve Goals & Objectives of the TPA's 2045 LRTP

PalmBeachTPA.org/LRTP

Vision Zero Action Plan

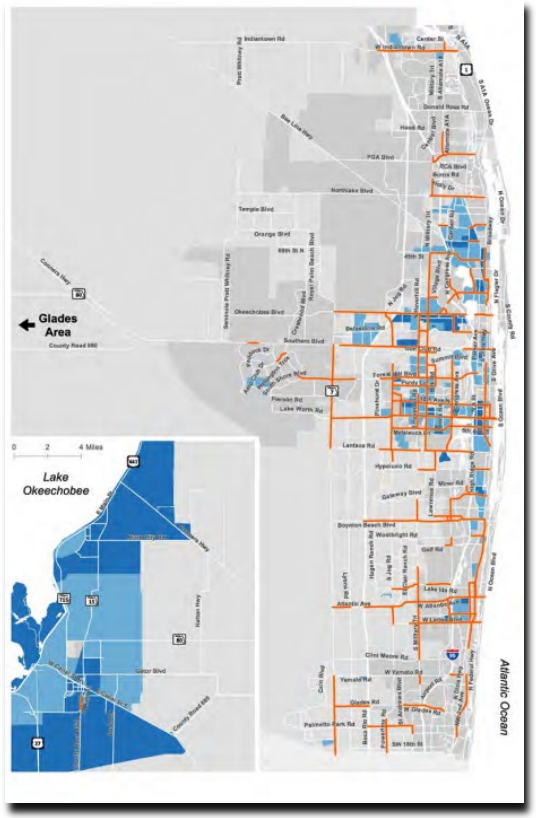
- Adopted in April 2019, updated in October 2021
- Goal of zero traffic-related fatalities and serious injuries
- TA program scoring incorporates bike and pedestrian corridors identified in the Vision Zero Action Plan

PalmBeachTPA.org/VisionZero

TA Program Scoring

WHAT

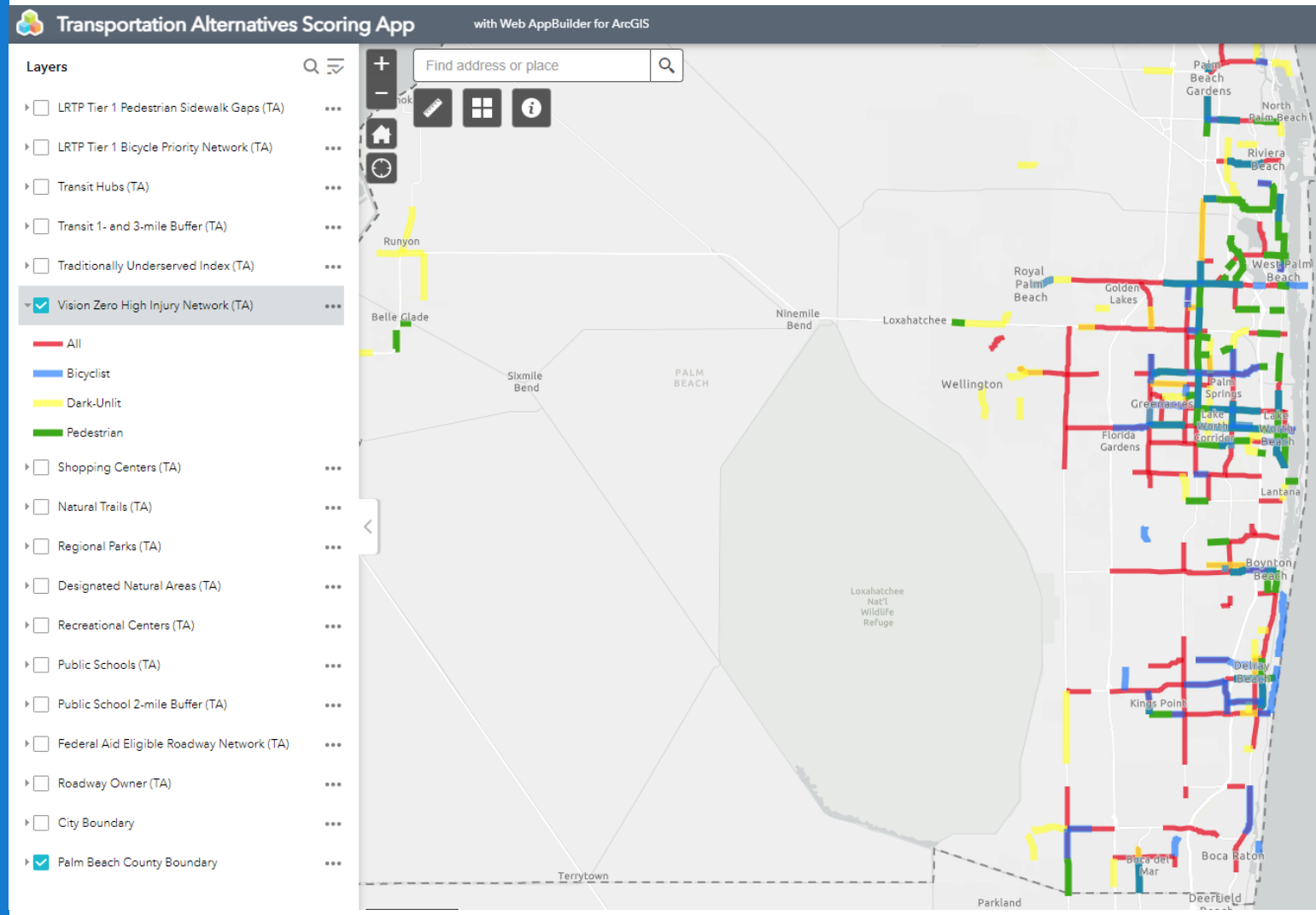
WHERE



WHY

Scoring aligns with TPA's Goals, Objectives, and Performance Measures

TPA Mapping Tool



PalmBeachTPA.org/TA

Program Schedule

Important Dates

SCHEDULE	
Date*	**Activity and Deadline**
Oct. 19, 2023	**Program Kick-off:** TPA Governing Board approves program.
Oct. 20, 2023	**Program Application Workshop:** 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.
Nov. 6, 2023 – Feb. 9 ,2024	**Pre-Application Meetings:** Applicants participate in a required one-on-one meeting with TPA and FDOT representatives to discuss project specifics and clarify application requirements.
Feb. 16, 2024	**Application Deadline:** Applicants submit applications, including community letters of support, via online application portal by 5 p.m.
March 8, 2024	**TPA Submits Project List and Tentative Ranking to FDOT:** TPA submits tentative project rankings to FDOT for project feasibility and eligibility determination.

Important Dates

FDOT/TPA VETTING PROCESS BEGINS	
Late March 2024	**First Email to Applicants.** After initial application review, FDOT emails applicants requesting additional clarification needed before field reviews. If ineligible, TPA to send formal response.
Early April 2024	**Applicant Responses Due.** Applicants provide FDOT and TPA responses to requested clarifications.
Mid April 2024	**Field Visits.** 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 2024	**Second Email to Applicants.** FDOT sends an email to applicants with comments on issues / concerns, clarifications, updated cost estimates, and/or requests for missing or updated documentation.
April 26, 2024	**Resolution of Support Due to TPA.** 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 3, 2024	**Response from Applicants Due.** Deadline for applicants to resolve outstanding eligibility issues and submit final requested documentation to FDOT and TPA.
FDOT/TPA VETTING PROCESS ENDS	
May 26, 2024	**FDOT D4 returns Eligibility Determinations.** FDOT sends TPA final eligibility determinations to finalize draft priority ranking.
July 2024	**Finalize List of Priority Projects. Project list sent to FDOT.**

Program Requirements

ADA Transition Plans

Do you have an Americans with Disabilities (ADA) transition plan?

For more information, visit:

PalmBeachTPA.org/Title-VI-ADA

Required Documents

(use submittal checklist for reference)

- ❑ Application
- ❑ Local Map (Aerial)
- ❑ Typical Section (Existing and Proposed)
- ❑ Right-of-Way ownership verifications
- ❑ Resolution of support from the facility owner(s) and/or local jurisdictions – due **April 26, 2024**
  - Allowing construction and committing to fund ongoing Operations & Maintenance
  - If located on a State facility, support from FDOT is required
- ❑ Detailed cost estimate spreadsheet (Download and complete for submittal)
- ❑ Commitment Letter from administering agency's Public Works/Engineering Department to administer and construct project if funded by TPA – due **February 16, 2024**
- ❑ Photograph of project location before construction
- ❑ Letters of Support/Public Outreach – due **February 16, 2024**

Required Documents

- APPLICATION
- MAP (AERIAL)
- TYPICAL SECTION
- ROW VERIFICATION
- RESOLUTION
- COST ESTIMATE
- PHOTOGRAPH

Overview Map (Aerial)

Resources:

TPA Map
PalmBeachTPA.org/Map

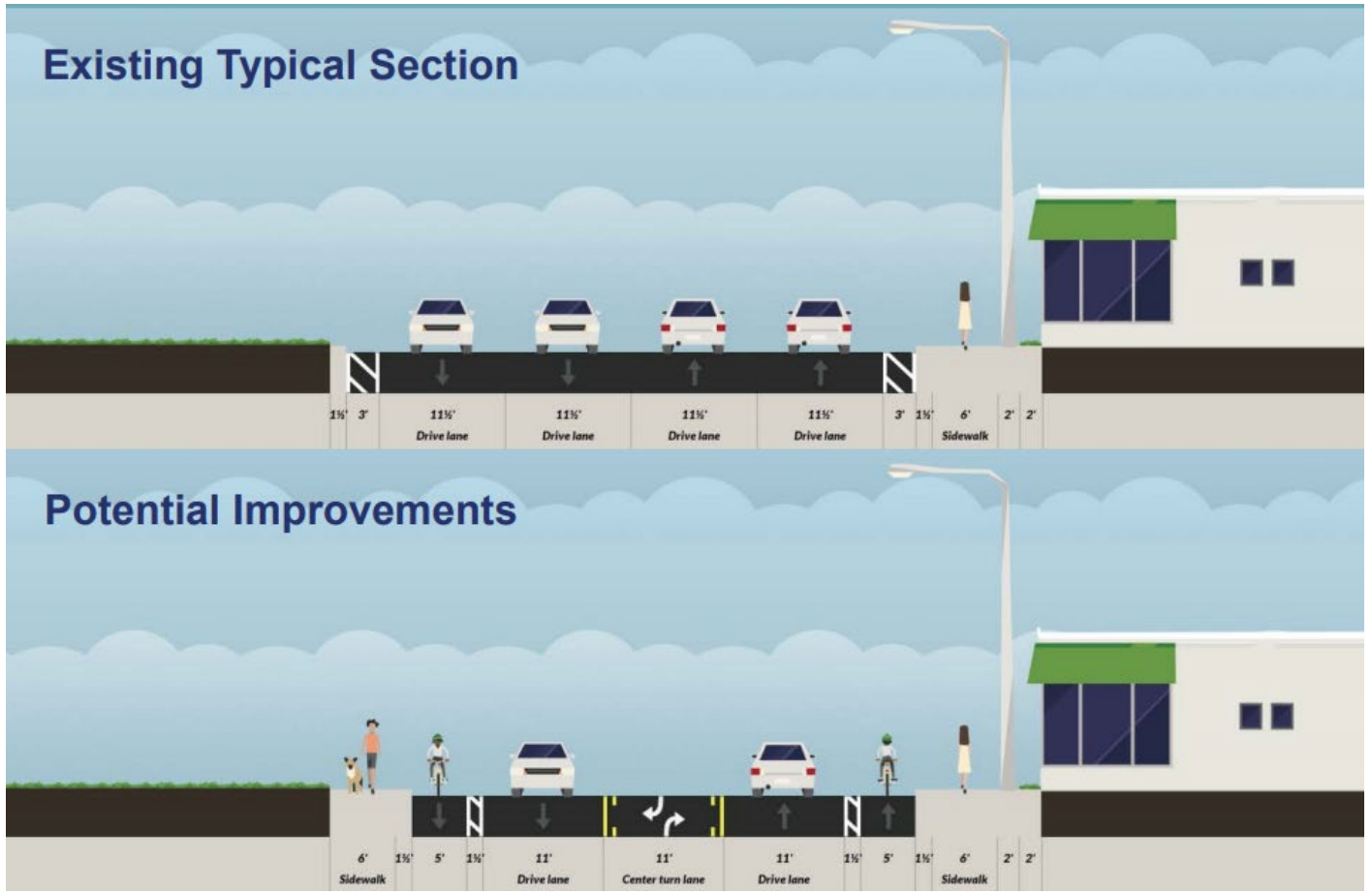
Palm Beach County GeoNav

Google Earth

Required Documents

- APPLICATION
- MAP (AERIAL)
- TYPICAL SECTION
- ROW VERIFICATION
- RESOLUTION
- COST ESTIMATE
- PHOTOGRAPH

Typical Section



Resources

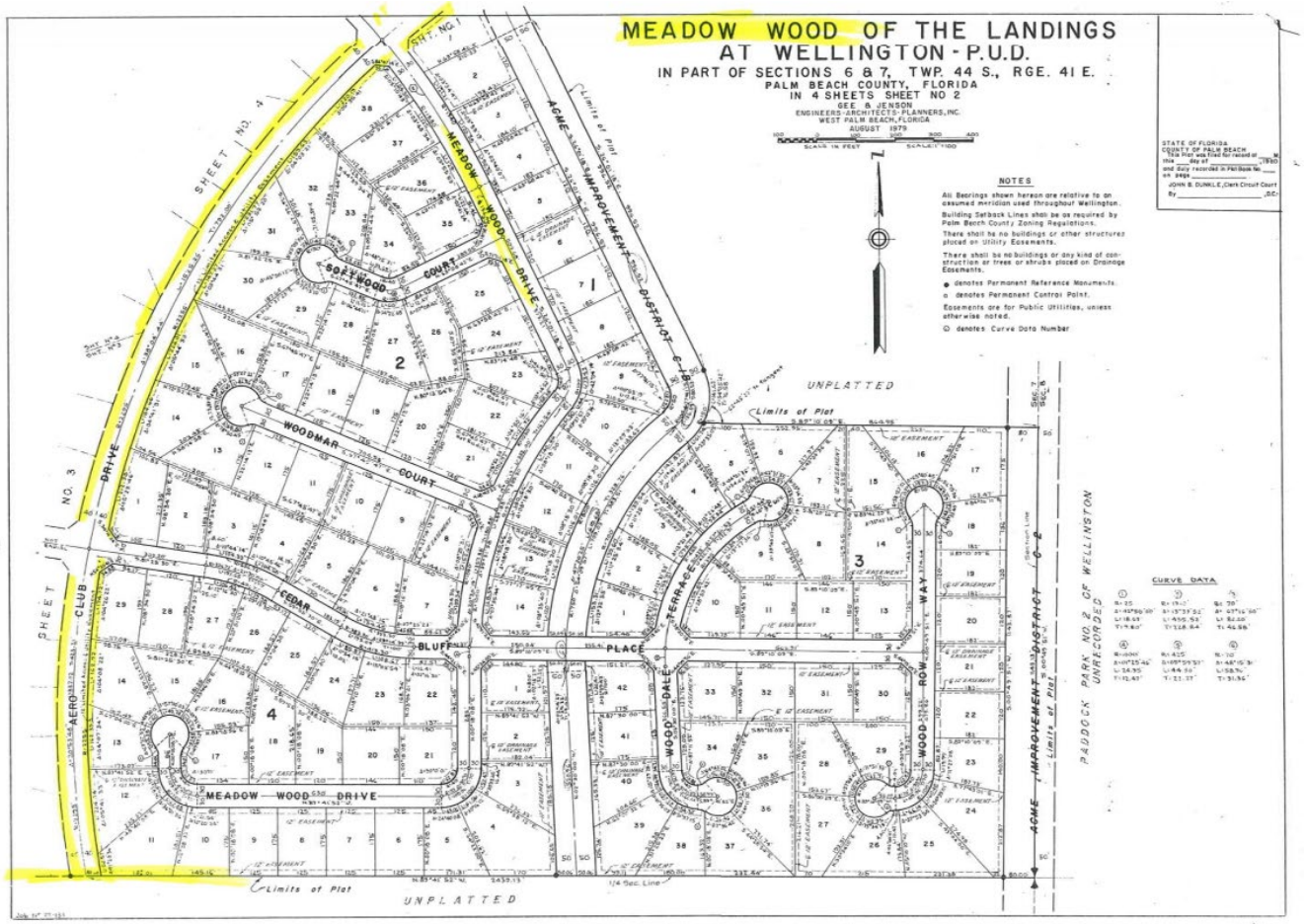
StreetMix

StreetPlan

Required Documents

- APPLICATION
- MAP (AERIAL)
- TYPICAL SECTION
- ROW VERIFICATION
- RESOLUTION
- COST ESTIMATE
- PHOTOGRAPH

ROW Verification



[County Plats](#)
as starting point

Required Documents

- APPLICATION
- MAP (AERIAL)
- TYPICAL SECTION
- ROW VERIFICATION
- RESOLUTION
- COST ESTIMATE
- PHOTOGRAPH

Commitment Letter from Engineering/Public Works Department of administering agency that they:

- Will administer and construct the project as proposed if funded by the TPA

Due: February 16, 2024

Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

Resolution

Resolution from Governing Board of facility owner(s):

- Support the project to be constructed on the facility as proposed
- Will fund operations and maintenance of the improvements

Due: April 26, 2024

Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

Cost Estimate

Examples of Participating Items – reimbursable

- All items eligible for reimbursement must be listed under Participating Items column on cost estimate sheet
- Landscaping can be up to 25%

Examples of Non-Participating Items – not reimbursable

- Mowing
- Utility relocations
- Video inspections
- Contingency

Cost estimate must be signed by licensed engineer (P.E.)

Required Documents

- APPLICATION
- MAP (AERIAL)
- TYPICAL SECTION
- ROW VERIFICATION
- RESOLUTION
- COST ESTIMATE
- PHOTOGRAPH

In-person photos preferred

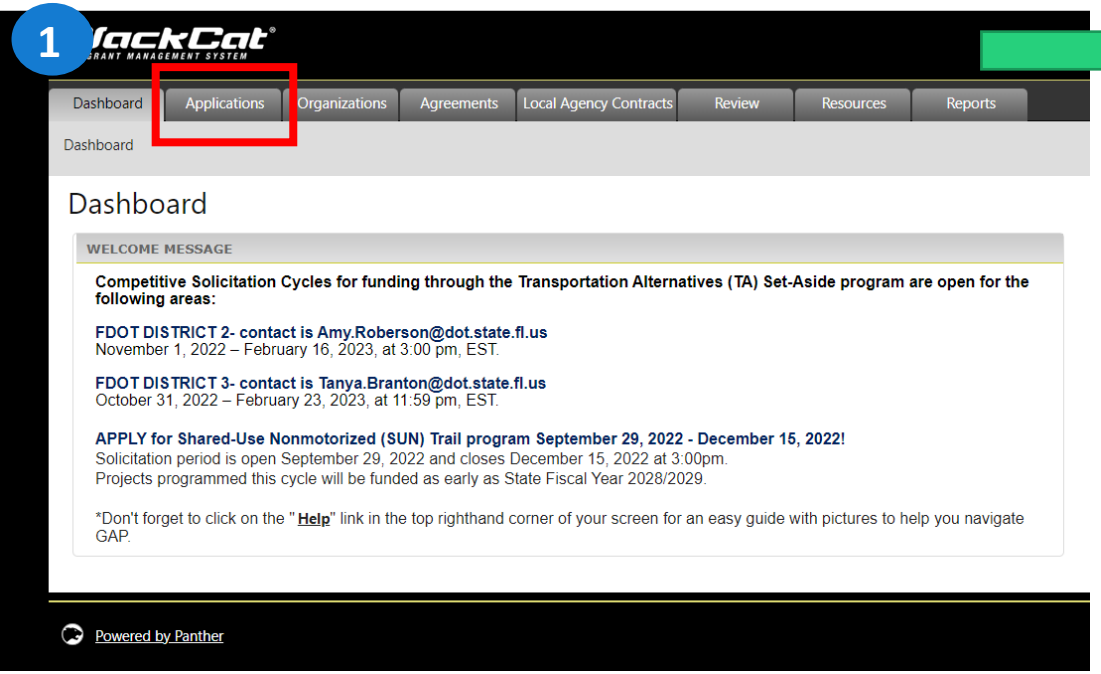
Before

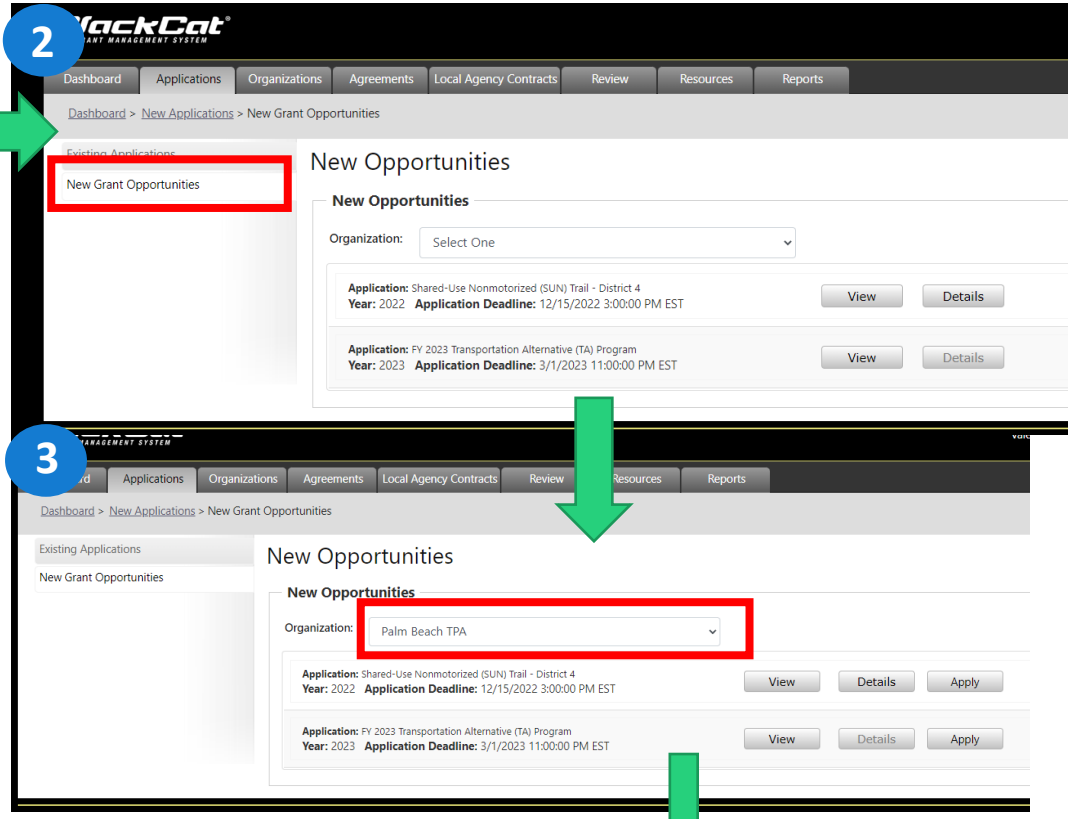
After

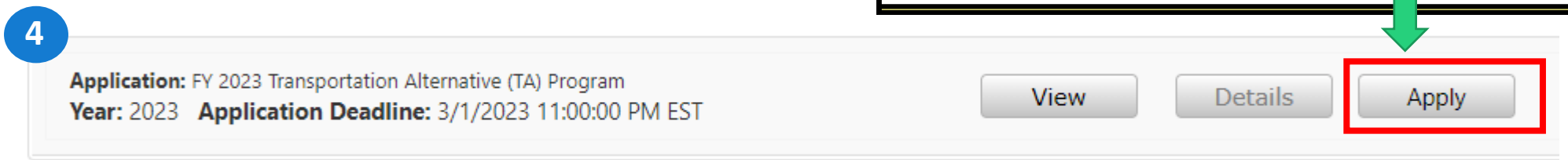
Application Submittal

All applications and supporting materials must be submitted directly to the FDOT GAP Application Portal

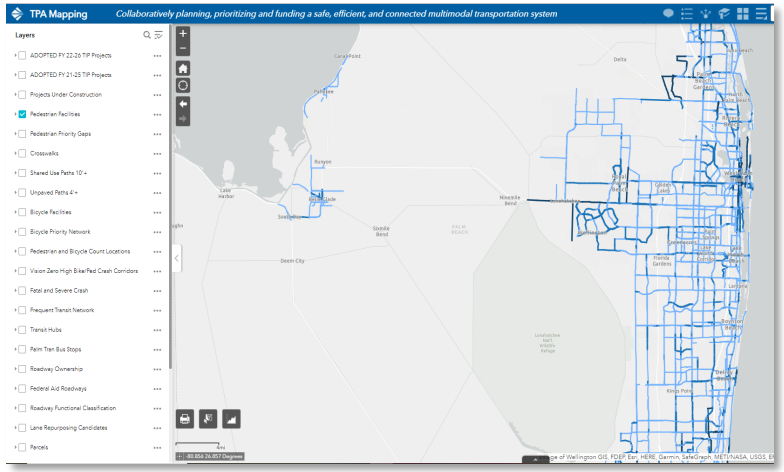
FDOT TA Application Portal







Resources



- Complete Streets Design Guidelines
- Vision Zero Action Plan
- 2045 Long Range Transportation Plan
- Interactive Map

Thank You!

Valentina Facuse
TPA Pedestrian & Bicycle Coordinator
VFacuse@PalmBeachTPA.org
561-725-0806

Presented by District 4
Local Program
Administrator

Local Agency Program Overview

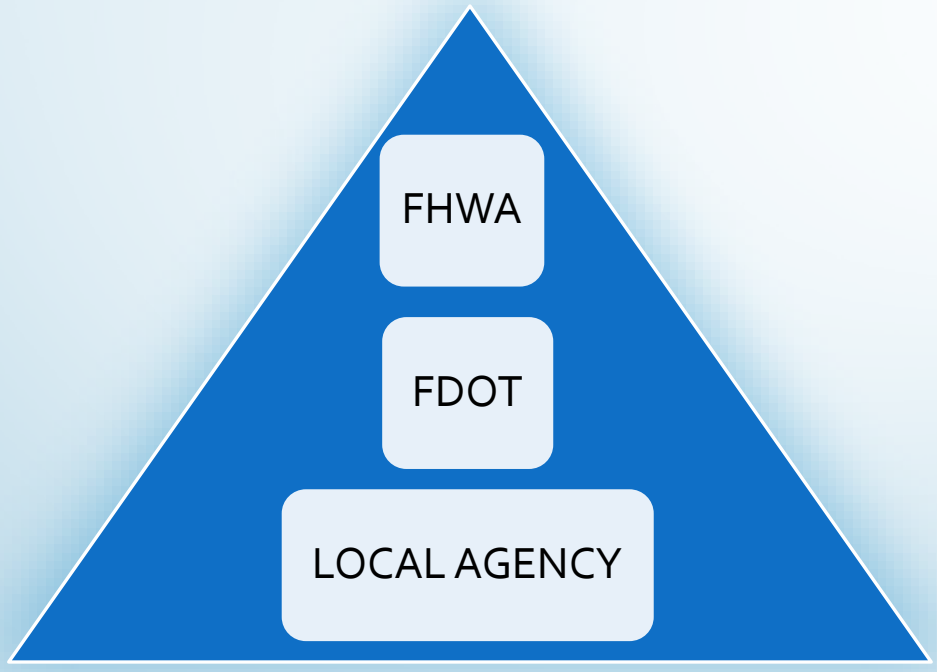
Managing the State and Federal Local Programs unit

MYA WILLIAMS GRAY

LOCAL PROGRAM ADMINISTRATOR

- Manage the Federal and State Grant Programs application cycle
- LAP Certification
- Local Program Training
- Local Program Staff

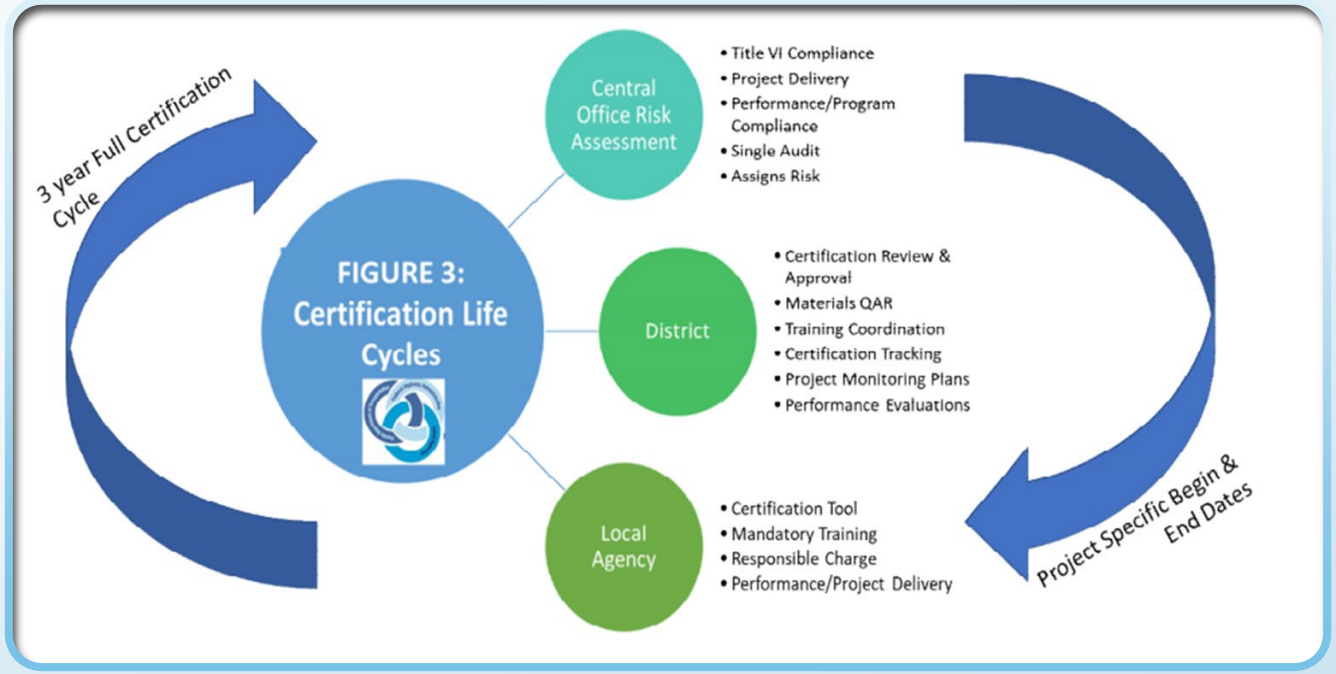
Local Agency Program (LAP)



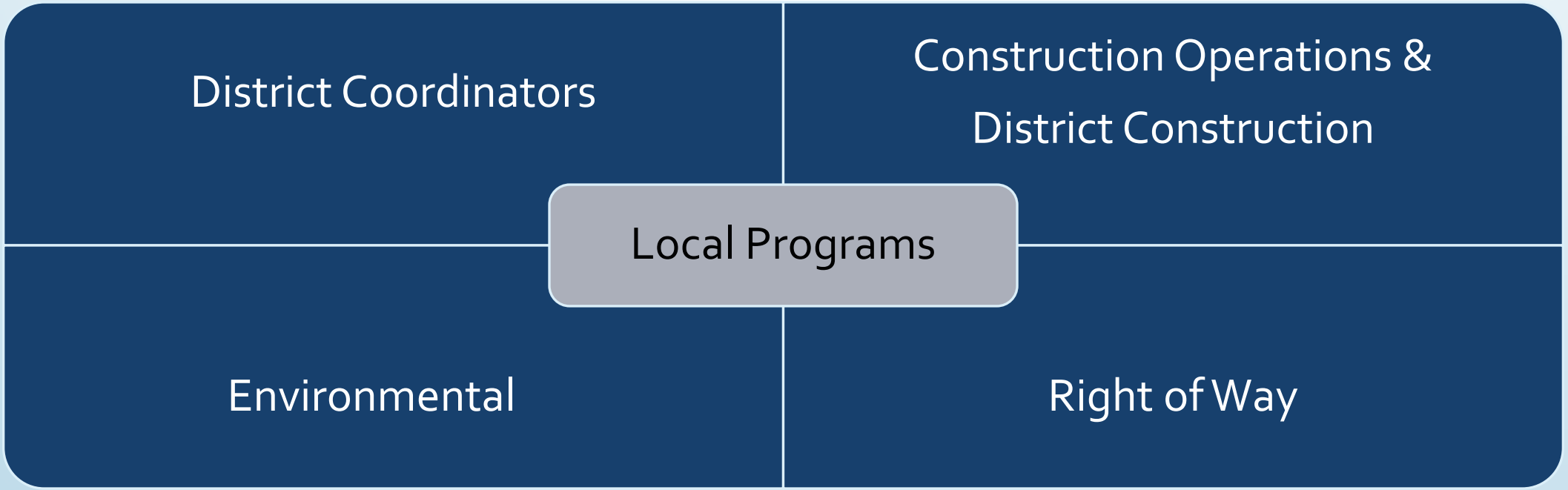
- Federalized Reimbursement Program
- FHWA & FDOT Oversight of Project administration
- LAP Certification
  - Local Agencies
  - Not eligible (Private Corporation, Non-profits, Individuals or subunits of government)

Certification Life Cycle

- **Full Certification**
  - Renewed Every 3 years
  - Performance based recertification
- **Project Specific Certification**
  - Required for Cities, Towns, and Villages
  - Renewed Every Project
  - Project monitoring and oversight by Department
- **Functional Areas of Certification**
  - Design
  - Construction and Construction Administration
  - Procurement of Professional Services and **Construction** Contracts



FDOT Local Program Oversight Team



- A statewide Grant Management System/ web-based
- Designed and developed specifically for use by the FDOT, FHWA, and other key transportation industry organizations
- Automate and manage State and Federal grant programs online from implementation to Close-out

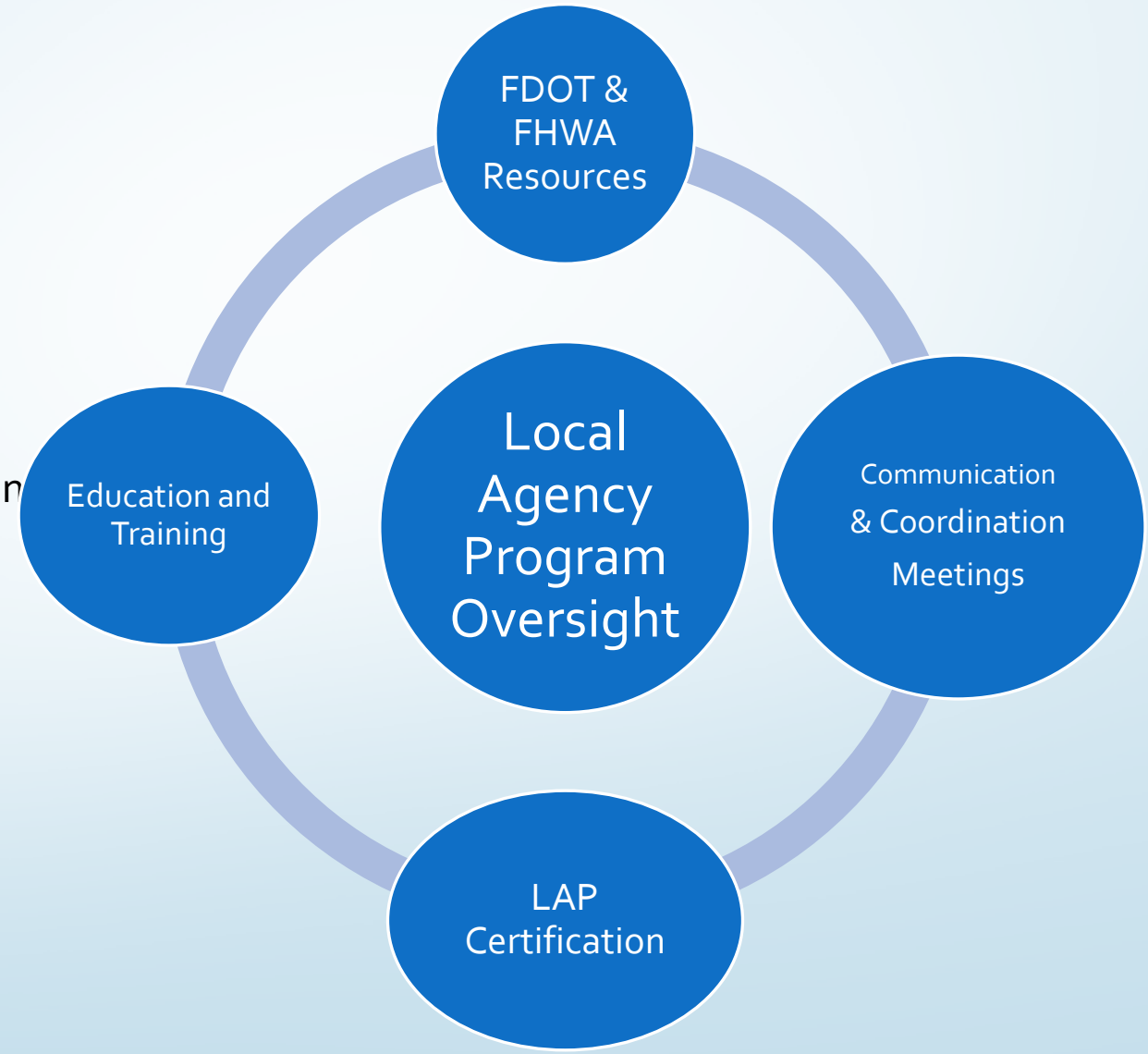
Grant Application Process

- Apply for Grant Opportunities
  - Review, Rank and Award
- First step in administering a LAP project
- Grant Project Management and tracking
  - Repository for Agreements and project documentation
  - Budget and Reimbursement Request/payments

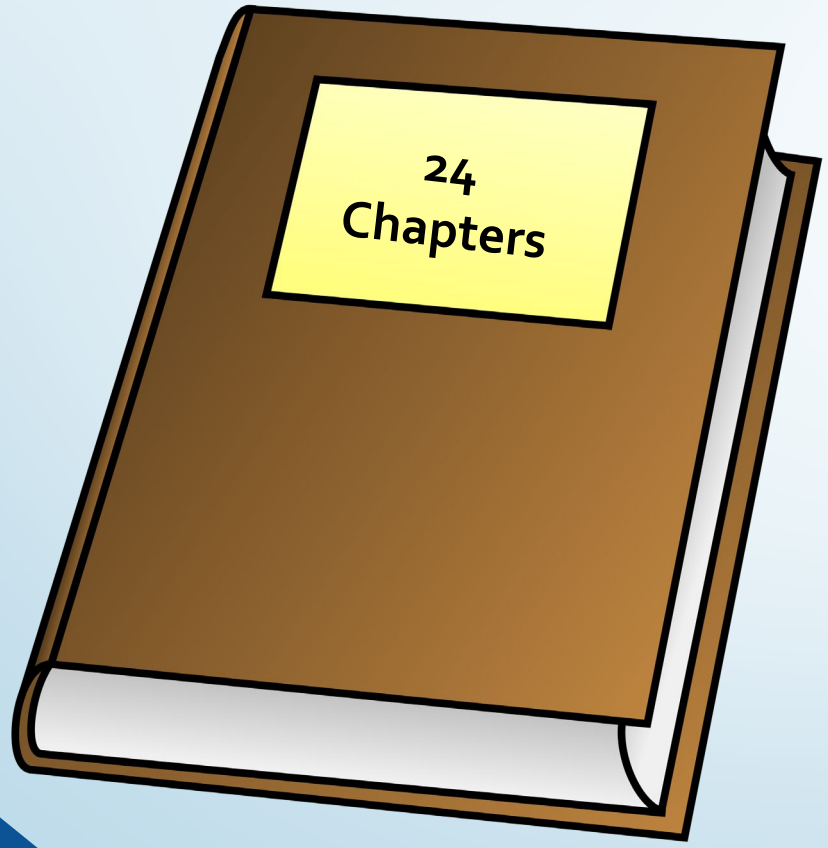
FDOT Oversight & Local Agency Commitment

Success of the Local Agency Program depends on the Local Agency ability to commit and adhere to:

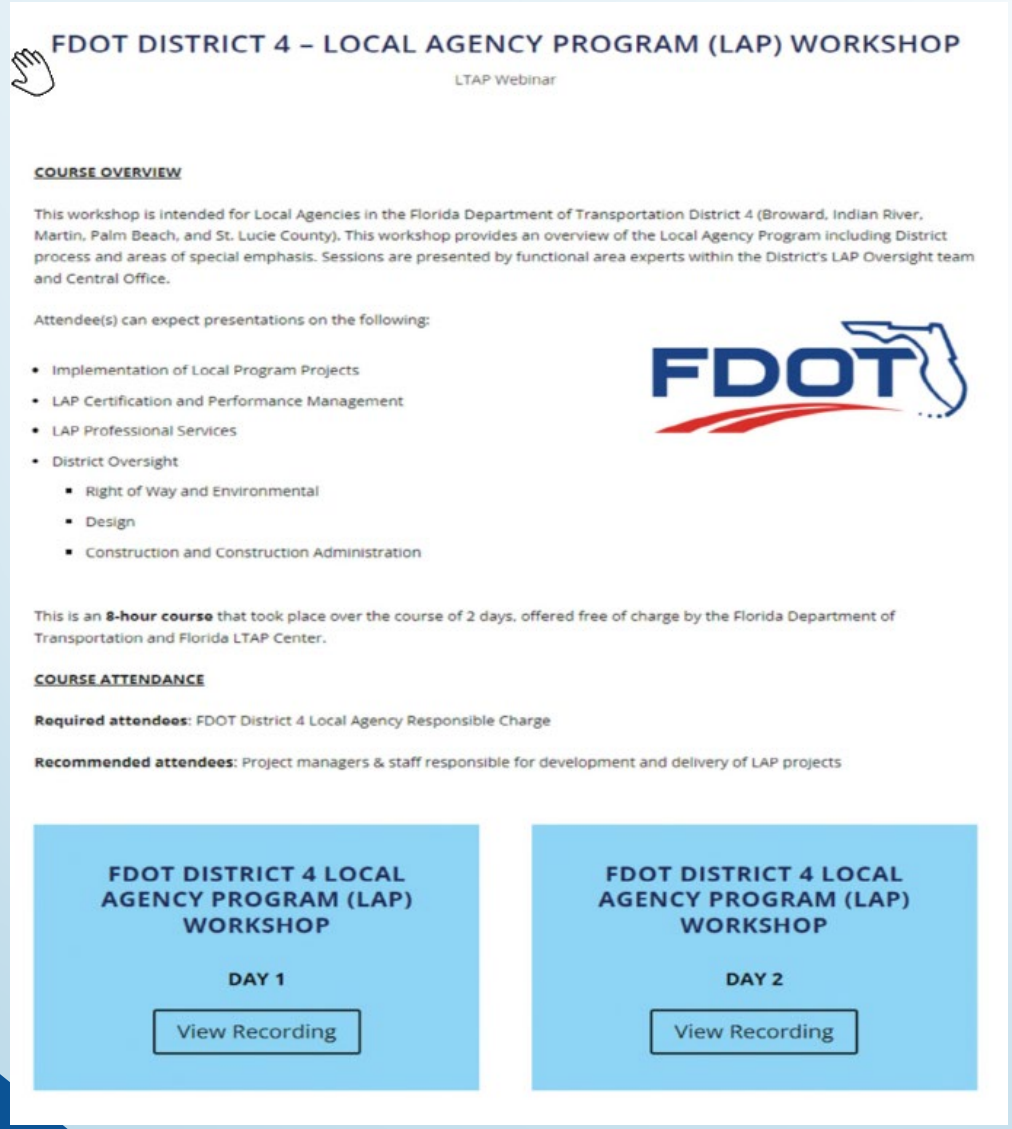
- State and Federal Requirements as set forth in the LAP Manual, LAP Agreemen and FHWA 1273
- Approved/Awarded Project Scope
- Project Schedule & funding
- Communication & Coordination



Local Program Manual



Part I	Introduction and Overview of Local Programs
Part II	Federal Highway Grant Programs Administration
Part III	Contracting Methods and Practices (State and Federal
Part IV	Project Development and Delivery (State and Federal Programs)
Part V	Project Close Out and Maintenance (State and Federal Programs)



FDOT DISTRICT 4 – LOCAL AGENCY PROGRAM (LAP) WORKSHOP

LTAP Webinar

COURSE OVERVIEW

This workshop is intended for Local Agencies in the Florida Department of Transportation District 4 (Broward, Indian River, Martin, Palm Beach, and St. Lucie County). This workshop provides an overview of the Local Agency Program including District process and areas of special emphasis. Sessions are presented by functional area experts within the District's LAP Oversight team and Central Office.

Attendee(s) can expect presentations on the following:

- Implementation of Local Program Projects
- LAP Certification and Performance Management
- LAP Professional Services
- District Oversight
  - Right of Way and Environmental
  - Design
  - Construction and Construction Administration

This is an **8-hour course** that took place over the course of 2 days, offered free of charge by the Florida Department of Transportation and Florida LTAP Center.

COURSE ATTENDANCE

Required attendees: FDOT District 4 Local Agency Responsible Charge

Recommended attendees: Project managers & staff responsible for development and delivery of LAP projects

FDOT DISTRICT 4 LOCAL AGENCY PROGRAM (LAP) WORKSHOP

DAY 1

View Recording

FDOT DISTRICT 4 LOCAL AGENCY PROGRAM (LAP) WORKSHOP

DAY 2

View Recording

Local Program Resources

Title VI and Nondiscrimination
Title VI and Nondiscrimination (fdot.gov)

LAP Workshop GoToWebinar:

FDOT District 4 - Local Agency Program (LAP) Workshop - Florida LTAP Center

LAP Certification webpage:
https://www.fdot.gov/programmanagement/LAP/BecomingCertified.shtm

Computer Based Trainings:
https://www.fdot.gov/programmanagement/LAP/LAPTraining.shtm

LAP Manual:

https://www.fdot.gov/programmanagement/LAP/LAP-TOC.shtm

Safety Message

Any Questions ?

Contact Us

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